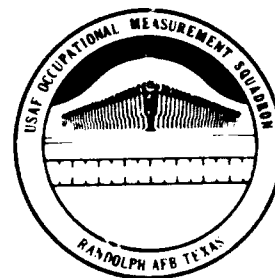


AD-A237 707



UNITED STATES  
AIR FORCE



# OCCUPATIONAL SURVEY REPORT

COMBAT ARMS TRAINING AND MAINTENANCE  
CAREER LADDER

AFSC 753X0

AFPT 90-753-933

MAY 1991

91-03884



OCCUPATIONAL ANALYSIS PROGRAM  
USAF OCCUPATIONAL MEASUREMENT SQUADRON  
AIR TRAINING COMMAND  
RANDOLPH AFB, TEXAS 78150-5000

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# TABLE OF CONTENTS

	PAGE NUMBER
PREFACE. . . . .	iii
SUMMARY OF RESULTS . . . . .	iv
INTRODUCTION . . . . .	1
Background . . . . .	1
SURVEY METHODOLOGY . . . . .	2
Survey Administration. . . . .	3
Survey Sample. . . . .	3
Data Processing and Analysis . . . . .	3
Task Factor Administration . . . . .	5
SPECIALTY JOBS (Career Ladder Structure) . . . . .	5
Overview . . . . .	6
JOBS AT LACKLAND AFB . . . . .	6
JOBS AT OTHER BASES. . . . .	13
JOBS AT LACKLAND AFB . . . . .	13
JOBS AT OTHER BASES. . . . .	16
Comparison to Previous Survey. . . . .	19
Comparison of Lackland AFB Jobs and Those at Other Bases . . . . .	19
Summary. . . . .	21
CAREER LADDER PROGRESSION. . . . .	21
SKILL-LEVEL DESCRIPTIONS . . . . .	21
Lackland AFB . . . . .	21
Other Bases. . . . .	24
Comparison of Skill-Level Groups at Lackland AFB and Other Bases. . . . .	33
Summary. . . . .	33
AFR 39-1 SPECIALTY DESCRIPTIONS. . . . .	38
TRAINING ANALYSIS. . . . .	38
First-Enlistment Lackland AFB Combat Arms Training and Maintenance Personnel (AFSC 753X0). . . . .	42
First-Enlistment Combat Arms Training and Maintenance Personnel (AFSC 753X0) at Other Bases . . . . .	42
Specialty Training Standard. . . . .	42
Plan of Instruction. . . . .	50
Summary. . . . .	53
JOB SATISFACTION . . . . .	53
Summary. . . . .	53
IMPLICATIONS . . . . .	58

TABLE OF CONTENTS  
(Tables, Figures, Appendices)

	PAGE NUMBER
TABLE 1 - MAJCOM REPRESENTATION IN SAMPLE. . . . .	4
TABLE 2 - PAYGRADE DISTRIBUTION OF SAMPLE. . . . .	4
TABLE 3 - DISTRIBUTION OF TIME SPENT ACROSS DUTIES BY MEMBERS AT LACKLAND AFB (RELATIVE PERCENT OF JOB TIME SPENT) . . . . .	8-9
TABLE 4 - SELECTED BACKGROUND DATA ON CATM PERSONNEL AT LACKLAND AFB. . . . .	10-11
TABLE 5 - PERCENTAGES OF JOB MEMBERS TEACHING THE VARIOUS WEAPONS. . .	12
TABLE 6 - COMPARISON OF CAREER LADDER STRUCTURE FOR CURRENT AND PREVIOUS SURVEY . . . . .	20
TABLE 7 - DISTRIBUTION OF SKILL-LEVEL MEMBERS ACROSS CAREER LADDER JOBS (PERCENT). . . . .	22
TABLE 8 - DISTRIBUTION OF SKILL-LEVEL MEMBERS ACROSS CAREER LADDER JOBS (PERCENT). . . . .	22
TABLE 9 - TIME SPENT ON DUTIES BY MEMBERS OF SKILL LEVEL GROUPS (RELATIVE PERCENT OF JOB TIME). . . . .	23
TABLE 10 - REPRESENTATIVE TASKS PERFORMED BY LACKLAND 75330/50 PERSONNEL. . . . .	25
TABLE 11 - REPRESENTATIVE TASKS PERFORMED BY LACKLAND 75370 PERSONNEL. . . . .	26
TABLE 12 - TASKS WHICH BEST DIFFERENTIATE BETWEEN LACKLAND DAFSC 75330/50 AND DAFSC 75370 PERSONNEL (PERCENT MEMBERS PERFORMING). . . . .	27
TABLE 13 - REPRESENTATIVE TASKS PERFORMED BY LACKLAND 75399/00 PERSONNEL. . . . .	28
TABLE 14 - TASKS WHICH BEST DIFFERENTIATE BETWEEN LACKLAND DAFSC 75370 AND 75399/00 PERSONNEL (PERCENT MEMBERS PERFORMING) . . . .	29
TABLE 15 - REPRESENTATIVE TASKS PERFORMED BY OTHER DAFSC 75330/50 PERSONNEL. . . . .	30
TABLE 16 - REPRESENTATIVE TASKS PERFORMED BY OTHER DAFSC 75370 PERSONNEL. . . . .	30
TABLE 17 - TASKS WHICH BEST DIFFERENTIATE BETWEEN OTHER DAFSC 75330/50 AND 75370 PERSONNEL (PERCENT MEMBERS PERFORMING). . . . .	32
TABLE 18 - REPRESENTATIVE TASKS PERFORMED BY OTHER DAFSC 75399 PERSONNEL. . . . .	34
TABLE 19 - TASKS WHICH BEST DIFFERENTIATE BETWEEN OTHER DAFSC 75370 AND 75399 PERSONNEL (PERCENT MEMBERS PERFORMING) . . . . .	35
TABLE 20 - REPRESENTATIVE TASKS PERFORMED BY OTHER DAFSC 75300 PERSONNEL. . . . .	36
TABLE 21 - TASKS WHICH BEST DIFFERENTIATE BETWEEN OTHER DAFSC 75399 AND 75300 PERSONNEL (PERCENT MEMBERS PERFORMING) . . . . .	37
TABLE 22 - SAMPLE OF TASKS WITH HIGHEST TRAINING EMPHASIS (TE) RATINGS. . . . .	39
TABLE 23 - SAMPLE OF TASKS WITH HIGHEST TASK DIFFICULTY (TD) RATINGS .	40-41
TABLE 24 - RELATIVE PERCENT OF TIME SPENT ACROSS DUTIES BY LACKLAND FIRST-ENLISTMENT AFSC 753X0 PERSONNEL. . . . .	44

TABLE OF CONTENTS (CONTINUED)  
(Tables, Figures, Appendices)

	<u>PAGE NUMBER</u>
TABLE 25 - REPRESENTATIVE TASKS PERFORMED BY LACKLAND FIRST-ENLISTMENT 753X0 PERSONNEL . . . . .	45
TABLE 26 - WEAPONS TAUGHT BY FIRST-ENLISTMENT CATM PERSONNEL . . . . .	46
TABLE 27 - RELATIVE PERCENT OF TIME SPENT ACROSS DUTIES BY OTHER FIRST-ENLISTMENT AFSC 753X0 PERSONNEL. . . . .	47
TABLE 28 - REPRESENTATIVE TASKS PERFORMED BY OTHER FIRST-ENLISTMENT 753X0 PERSONNEL. . . . .	48
TABLE 29 - EQUIPMENT ITEMS USED BY MORE THAN 30 PERCENT OF OTHER FIRST-ENLISTMENT AFSC 753X0 PERSONNEL. . . . .	49
TABLE 30 - SAMPLE OF TECHNICAL TASKS PERFORMED BY MORE THAN 20 PERCENT ALL CRITERION GROUP MEMBERS NOT MATCHED TO AFSC 753X0 STS. . . . .	51
TABLE 31 - SAMPLE OF TECHNICAL TASKS PERFORMED BY MORE THAN 30 PERCENT ALL CRITERION GROUP MEMBERS NOT MATCHED TO 3ABR75330 POI. . . . .	52
TABLE 32 - COMPARISON OF JOB SATISFACTION INDICATORS FOR 753X0 TAFMS GROUPS IN CURRENT STUDY TO A COMPARATIVE SAMPLE (PERCENT MEMBERS RESPONDING). . . . .	54
TABLE 33 - COMPARISON OF JOB SATISFACTION INDICATORS FOR AFSC 753X0 TAFMS GROUPS IN CURRENT AND PREVIOUS STUDY (PERCENT MEMBERS RESPONDING). . . . .	55
TABLE 34 - COMPARISON OF JOB SATISFACTION INDICATORS FOR AFSC 753X0 RESPONDENTS AT LACKLAND AFB (PERCENT MEMBERS RESPONDING) . . . . .	56
TABLE 35 - COMPARISON OF JOB SATISFACTION INDICATORS FOR AFSC 753C0 RESPONDENTS AT OTHER BASES (PERCENT MEMBERS RESPONDING). . . . .	57
FIGURE 1 - DISTRIBUTION OF AFSC 753X0 PERSONNEL ACROSS CAREER LADDER JOBS. . . . .	7
FIGURE 2 - DISTRIBUTION OF FIRST-ENLISTMENT AFSC 753X0 PERSONNEL ACROSS CAREER LADDER JOBS. . . . .	43
APPENDIX A - SELECTED REPRESENTATIVE TASKS PERFORMED BY MEMBERS OF CAREER LADDER JOBS. . . . .	59

## PREFACE

This report presents the results of an Air Force Occupational Survey of the Combat Arms Training and Maintenance (AFSC 753X0) career ladder. Authority for conducting occupational surveys is contained in AFR 35-2. Computer products used in this report are available for use by operations and training officials.

Major John Kropac, Canadian Forces exchange officer, developed the survey instrument, Olga Velez provided computer programming support, and Ms Raquel A. Soliz provided administrative support. Mr Daniel E. Dreher analyzed the data and wrote the final report. Lieutenant Colonel Charles D. Gorman, Chief, Airman Analysis Section, Occupational Analysis Branch, USAF Occupational Measurement Squadron, reviewed and approved this report for release.

Copies of this report are distributed to Air Staff sections and other interested training and management personnel. Additional copies may be requested from the Occupational Measurement Squadron, Attention: Chief, Occupational Analysis Branch (OMY), Randolph AFB Texas 78150-5000.

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## SUMMARY OF RESULTS

1. Survey Coverage: This report is based on data collected from 593 respondents, comprising 71 percent of the members assigned to this specialty.
2. Career Ladder Structure: Because Lackland AFB respondents constitute 23 percent of the total sample and might disproportionately impact data analysis, the jobs they perform were identified separately from those performed by respondents at other bases. Most respondents at Lackland AFB and other bases have the Combat Arms Training and Maintenance (CATM) Instructor job and teach ground weapon skills to Group A personnel. There are, however, differences in the overall breadth of jobs performed by Lackland AFB CATM and NCOIC personnel versus those performed at other bases, as well as differences in weapons instructed.
3. Career Ladder Progression: Survey data show CATM respondents at Lackland AFB and other bases progress typically through the skill levels, with 3- and 5-skill level personnel spending their time instructing ground weapons skills and maintaining firearms, 7-skill level members performing a mixture of technical and supervisory tasks, and 9-skill level and CEM personnel performing more administrative and management functions of the career ladder.
4. Specialty Descriptions: AFR 39-1 Specialty Descriptions accurately describe functions and tasks performed by AFSC 753X0 personnel.
5. Training Analysis: All matched STS line items and POI learning objectives are well supported by survey data.
6. Job Satisfaction: Job satisfaction for respondents in this study and members of similar AFSCs surveyed in 1990 was compared, and data show Lackland AFB CATM personnel have somewhat lower satisfaction indicators than their counterparts in similar AFSCs. Overall, satisfaction has remained fairly stable over the years. Members in most functions find their work interesting and feel their talents and training are used.
7. Implications: Overall, there has been no change in the structure of the career ladder over the last 5 years. Personnel progress typically through the career ladder, AFR 39-1 Specialty Descriptions are supported, and training documents are supported as now written.

OCCUPATIONAL SURVEY REPORT  
COMBAT ARMS TRAINING AND MAINTENANCE  
(AFSC 753X0)

INTRODUCTION

This is a report of an occupational survey of the AFSC 753X0, Combat Arms Training and Maintenance (CATM), career ladder. The last published OSR for this career ladder was in October 1985. The present study was requested by HQ ATC/CSTD to validate the STS and the POI for the entry-level CATM course and provide data for an AFSC 753X0 Utilization and Training Workshop to be held in 1991.

This specialty has remained relatively stable over the last few years. Each command has a slightly different mission and, therefore, a somewhat different CATM requirement. Most bases still conduct traditional range marksmanship training, while others include field employment of various weapons. There has also been a move to computerize the record-keeping functions, but no standardized system has been developed yet.

Background

The AFR 39-1 Specialty Descriptions state that 3- and 5-skill level AFSC 753X0 personnel instruct combat arms marksmanship, ground weapons preventive maintenance, and range safety procedures. They also operate firing ranges, inspect, maintain and repair ground weapons, and supervise CATM personnel.

Seven-skill level members manage combat arms training, control and operate firing ranges, inspect, repair, and maintain ground weapons, and supervise CATM activities.

Nine-skill level and CEM members are the superintendents of the career ladder and are involved in planning and organizing CATM activities, budgets, safety programs, and directing combat arms activities.

Members enter the career ladder by attending an 8-week ABR75330 CATM Specialist course taught at Lackland AFB. Students learn how to maintain the various weapons used by the Air Force, qualify on the various weapons, learn how to operate a range, and how to teach maintenance and marksmanship principles.

There is also a 2-week advanced CATM course for E-5 through E-7 military personnel and civilians of equivalent grades. This course provides training on the CATM mission, CATM section procedures and operations, ammunition supply support, weapons maintenance, and firing range criteria.

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## SURVEY METHODOLOGY

Data for this survey were collected using USAF Job Inventory AFPT 90-753-933 (March 1990). The Inventory Developer reviewed pertinent career ladder documents, the previous OSR and job inventory, and then prepared a tentative task list, which was validated through personal interviews with 65 subject-matter experts at the following locations:

<u>BASE</u>	<u>REASON FOR VISIT</u>
Lackland AFB TX	Technical school
Hurlburt Field FL	Volume type training. Also heavy weapons, special operations and Red Horse personnel.
Bergstrom AFB TX	Typical TAC CATM unit. Uses the 5.56mm M16 conversion kit.
Dyess AFB TX	Typical SAC base with average to large CATM training unit that also trains aircraft security procedures.
Nellis AFB NV	Location of the largest CATM unit. Both light and heavy weapons taught, as well as desert warfare.
Travis AFB CA	Representative of MAC mission. Site of OSI detachment and district headquarters.
McClellan AFB CA	Logistics Command base with small CATM unit training on special weapons.
Grand Forks AFB ND	Northern tier SAC base with a missile security role.
Clark AB PI	Representative PACAF base teaching most weapons, including the M15 revolver.
Kunsan AB Korea	PACAF base with heavy and exotic weapons. Personnel are on short overseas tours, so turnovers are frequent.

RAF Lakenheath GB

Representative USAFE base with Command operations and mission. Average sized CATM unit.

Ramstein AB GE

Large USAFE base teaching both light and heavy weapons.

The final inventory contains 500 tasks, standard background questions asking for paygrade, DAFSC, organization of assignment, MAJCOM, TAFMS, time in career ladder, plus additional background questions asking respondents to indicate who they spend most time training, the size unit they are in, the type of range they work on, if they use computers to train and do administrative functions, the weapons they teach and repair, and the tools used. School personnel will use responses to these questions to help evaluate entry-level training.

#### Survey Administration

From August through November 1990, Consolidated Base Personnel Offices at operational bases worldwide administered the surveys to AFSC 753X0 personnel selected from a computer-generated mailing list provided by the Armstrong Laboratory, Human Resources Directorate. Respondents were asked to complete the identification and biographical information section first, go through the booklet and mark all tasks they perform in their current job, and then go back and rate each task they marked on a 9-point scale reflecting the relative amount of time spent on each task. Time spent ratings range from 1 (indicating a very small amount of time spent) to 9 (indicating a very large amount of time spent).

The computer calculated the relative percent time spent on all tasks for each respondent by first totaling ratings on all tasks, dividing the rating for each task by this total, and multiplying by 100. The percent time spent ratings from all inventories were then combined and used with percent member performing values to describe various groups in the career ladder.

#### Survey Sample

The final sample includes responses from 593 AFSC 753X0 members. As shown in Tables 1 and 2, the MAJCOM and paygrade representation of the sample is very close to that of the total AFSC 753X0 population.

#### Data Processing and Analysis

Once the job inventories were received from the field, the booklets were screened for completeness and accuracy and optically scanned to create a complete case record for each respondent. Comprehensive Occupational Data Analysis Programs (CODAP) then created a job description for each respondent,

TABLE 1  
MAJCOM REPRESENTATION IN SAMPLE

<u>COMMAND</u>	<u>PERCENT OF ASSIGNED</u>	<u>PERCENT OF SAMPLE</u>
ATC	26	29
TAC	21	16
SAC	17	18
MAC	11	11
USAFE	11	11
PACAF	6	8
OTHER	8	7

Total Assigned = 835  
 Total Eligible = 727  
 Total in Sample = 593  
 Percent of Assigned in Sample = 71%  
 Percent of Eligible in Sample = 82%

TABLE 2  
PAYGRADE DISTRIBUTION OF SAMPLE

<u>PAYGRADE</u>	<u>PERCENT OF ASSIGNED</u>	<u>PERCENT OF SAMPLE</u>
E-1 to E-3	17	16
E-4	27	26
E-5	28	31
E-6	15	14
E-7	11	11
E-8	1	1
E-9	*	*

\* Denotes less than 1 percent

as well as composite job descriptions for members of various demographic groups. These job descriptions were used for much of the occupational analysis.

#### Task Factor Administration

Personnel who make decisions about career ladder documents and training programs use task factor data (training emphasis (TE) and task difficulty (TD) ratings) as well as job descriptions. The survey process provides these data by asking selected E-6 and E-7 supervisors to complete either a TE or TD booklet. These booklets are processed separately from the job inventories and TE and TD data, when applicable, are considered when analyzing other issues in the study.

Training Emphasis (TE). TE is defined as the amount of structured training that first-enlistment personnel need to perform tasks successfully. Structured training is defined as training provided by resident technical schools, field training detachments (FTD), mobile training teams (MTT), formal OJT, or any other organized training method. Forty-eight experienced AFSC 753X0 supervisors rated tasks in the inventory on a 10-point scale ranging from 0 (no TE required) to 9 (high TE required). Interrater agreement for the 48 raters is acceptable. The mean TE rating for tasks in the inventory is 2.97, and the standard deviation is 1.85. Any task with a TE rating of 4.82 or greater is considered to have high TE.

Task Difficulty (TD). TD is defined as an estimate of the length of time the average airman takes to learn how to perform each task listed in the inventory. Fifty-one experienced AFSC 753X0 supervisors rated the difficulty of the tasks in the inventory on a 9-point scale ranging from 1 (easy to learn) to 9 (very difficult to learn). Interrater agreement for these 51 raters is also acceptable. TD ratings are normally adjusted so tasks of average difficulty have a value of 5.00 and a standard deviation of 1.00. Any task with a TD rating of 6.00 or greater is considered to be difficult to learn.

#### SPECIALTY JOBS (Career Ladder Structure)

The first step in the analysis process is to identify the structure of the career ladder in terms of jobs performed. CODAP assists by creating an individual job description for each respondent based on the tasks performed and relative amount of time spent on the tasks. The CODAP automated job clustering program then compares all the individual job descriptions, locates the two descriptions with the most similar tasks and time spent ratings, and combines them to form a composite job description. In successive stages, new

members are added to this initial group, or new groups are formed based on the similarity of tasks and time spent ratings. This process continues until all respondents possible are included in a group. The structure of the career ladder is then defined in terms of these groups, or jobs, the respondents perform.

### Overview

Twenty-three percent of all AFSC 753X0 personnel are assigned to Lackland AFB. In addition, several jobs performed by Lackland CATM personnel are unique to the mission of that base and are not necessarily representative of what CATM personnel do at other bases. To accurately depict what members of this career ladder do, CATM personnel at Lackland AFB were analyzed separately from the rest of the survey respondents. The career ladder, therefore, will be described in terms of jobs performed by CATM personnel at Lackland AFB and jobs performed at the other bases. CATM skills are taught essentially to three groups of people: Basic trainees, personnel armed on a daily basis (Group A), and personnel not armed daily, but who may have a possible combat commitment (Group B). Percentages of respondents working in the various jobs are shown in Figure 1, the time members in the various jobs spend on duties is presented in Table 3, background information on these members is presented in Table 4, and the percentage of members teaching the various weapons is listed in Table 5. The Stage (STG) number listed by the job title is a reference number assigned by CODAP, while the letter "N" refers to the number of respondents performing tasks related to the job.

### JOBS AT LACKLAND AFB

I. LACKLAND CATM INSTRUCTOR	(STG038, N=60)
II. LACKLAND BASIC TRAINEE INSTRUCTOR	(STG036, N=7)
III. LACKLAND M60 MACHINE GUN INSTRUCTOR	(STG044, N=8)
IV. LACKLAND MORTAR AND 40mm MACHINE GUN INSTRUCTOR	(STG043, N=6)
V. LACKLAND ARMORER	(STG034, N=11)
VI. LACKLAND NCOIC	(STG030, N=8)

# DISTRIBUTION OF AFSC 753X0 PERSONNEL ACROSS CAREER LADDER JOBS

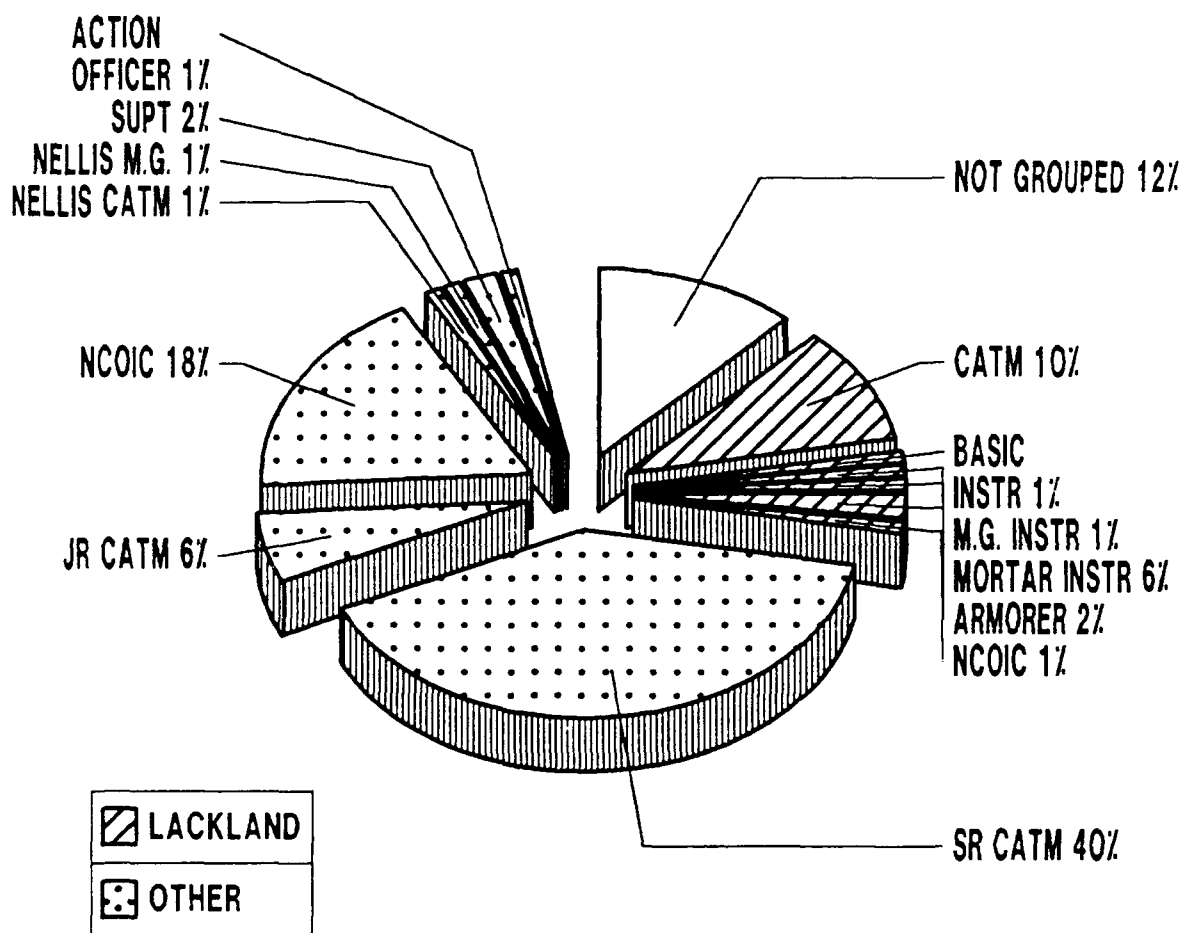


FIGURE 1

TABLE 3

DISTRIBUTION OF TIME SPENT ACROSS DUTIES BY MEMBERS AT LACKLAND AFB  
(RELATIVE PERCENT OF JOB TIME SPENT)

DUTIES	CATM INSTR (N=60)	BASIC TRAINEE INSTR (N=7)	M60 MACHINE GUN INSTR (N=8)	MORTAR AND 40mm MACHINE GUN INSTR (N=6)	ARMORER (N=11)	NCOIC (N=8)
A ORGANIZING AND PLANNING	2	*	4	5	1	30
B DIRECTING AND IMPLEMENTING	4	2	5	6	5	26
C INSPECTING AND EVALUATING	3	*	4	6	2	22
D MANAGING GROUND WEAPONS TRAINING AND MAINTAINING INSTRUCTOR QUALIFICATION	7	5	8	10	4	7
E PERFORMING ADMINISTRATIVE FUNCTIONS	6	7	6	9	17	9
F INSPECTING, REPAIRING, OR MAINTAINING GROUND WEAPONS	32	16	21	27	28	3
G CONTROLLING AND OPERATING FIRING RANGES AND WEAPON STORAGE FACILITIES	25	44	23	12	43	3
H INSTRUCTING GROUND WEAPONS SKILLS	22	25	28	25	*	0

\* Denotes less than 1 percent

TABLE 3 (CONTINUED)

DISTRIBUTION OF TIME SPENT ACROSS DUTIES BY MEMBERS AT OTHER BASES  
(RELATIVE PERCENT OF JOB TIME SPENT)

DUTIES	SR CATM INSTR (N=240)	JR CATM INSTR (N=38)	NCOIC (N=109)	NELLIS AFB CATM INSTR (N=7)	NELLIS AFB MACHINE GUN INSTRUCTOR (N=6)	SUPT (N=11)	ACTION OFFICER (N=8)
A ORGANIZING AND PLANNING	2	*	7	2	*	13	25
B DIRECTING AND IMPLEMENTING	3	1	7	3	3	11	15
C INSPECTING AND EVALUATING	2	*	8	3	*	13	28
D MANAGING GROUND WEAPONS TRAINING AND MAINTAINING INSTRUCTOR QUALIFICATION	6	6	9	8	7	13	5
E PERFORMING ADMINISTRATIVE FUNCTIONS	11	9	15	6	4	13	22
F INSPECTING, REPAIRING, OR MAINTAINING GROUND WEAPONS	38	43	25	36	29	13	*
G CONTROLLING AND OPERATING FIRING RANGES AND WEAPON STORAGE FACILITIES	21	23	17	22	19	16	4
H INSTRUCTING GROUND WEAPONS SKILLS	17	17	11	20	29	8	*

\* Denotes less than 1 percent



TABLE 4

## SELECTED BACKGROUND DATA ON CATM PERSONNEL AT LACKLAND AFB

NUMBER IN GROUP PERCENT OF SAMPLE	CATM		BASIC		M60		MORTAR AND 40mm		ARMORER		NCOIC
	INSTRUCTOR	INSTRUCTOR	INSTRUCTOR	INSTRUCTOR	INSTRUCTOR	INSTRUCTOR	INSTRUCTOR	INSTRUCTOR	INSTRUCTOR	INSTRUCTOR	
	60 10%	7 1%	8 1%	6 1%	11 2%	8 1%	11 2%	8 1%			
-----											
DAFSC DISTRIBUTION											
75330	12%	14%	0	0	18%	0	18%	0			
75350	67%	86%	38%	17%	73%	17%	73%	13%			
75370	22%	0	63%	83%	9%	83%	9%	63%			
75399	0	0	0	0	0	0	0	13%			
75300	0	0	0	0	0	0	0	13%			
-----											
PAYGRADE DISTRIBUTION											
AIRMAN											
E-4	29%	14%	0	0	0	0	0	0			
E-5	30%	71%	13%	0	55%	0	55%	0			
E-6	30%	14%	38%	33%	36%	33%	36%	25%			
E-7	8%	0	38%	50%	9%	50%	9%	13%			
E-8	3%	0	13%	17%	0	17%	0	38%			
E-9	0	0	0	0	0	0	0	13%			
-----											
AVERAGE NUMBER OF TASKS PERFORMED											
AVERAGE MONTHS TAFMS	94	29	66	142	55	142	55	49			
PERCENT IN FIRST ENLISTMENT	80	71	157	159	96	159	96	215			
PERCENT SUPERVISING	40%	43%	0	0	18%	0	18%	0			
	30%	14%	62%	33%	36%	33%	36%	100%			

TABLE 4 (CONTINUED)

## SELECTED BACKGROUND DATA FOR CATM PERSONNEL AT OTHER BASES

NUMBER IN GROUP PERCENT OF SAMPLE PERCENT IN CONUS	SR CATM		JR CATM		NCOIC		NELLIS AFB CATM INSTR		NELLIS AFB MACHINE GUN INSTRUCTOR		SUPT		ACTION OFFICER	
	INSR		INSR											
	240	38	109	6	7	6	11	8						
	40%	6%	18%	1%	1%	1%	2%	1%						
	75%	71%	67%	100%		100%		50%						
-----														
DAFSC DISTRIBUTION														
75330	10%	39%	0	0	0	67%	0	0						
75350	67%	47%	15%	71%	0	17%	9%	0						
75370	22%	13%	81%	29%	0	17%	64%	50%						
75399	0	0	5%	0	0	0	27%	25%						
31600	0	0	0	0	0	0	0	25%						
-----														
PAYGRADE DISTRIBUTION														
AIRMAN														
E-4	15%	18%	0	0	0	67%	0	0						
E-5	37%	34%	4%	71%	0	17%	0	0						
E-6	37%	18%	27%	29%	0	17%	0	0						
E-7	7%	0	37%	0	0	0	36%	0						
E-8	1%	3%	30%	0	0	0	27%	50%						
E-9	0	0	3%	0	0	0	36%	25%						
	0	0	0	0	0	0	0	25%						
-----														
AVERAGE NUMBER OF TASKS PERFORMED														
AVERAGE TAFMS (MOS)	190	103	290	106	106	106	168	44						
PERCENT IN FIRST ENLISTMENT	86	54	175	62	62	35	215	208						
PERCENT SUPERVISING	34%	53%	0	43%	43%	83%	0	0						
	28%	8%	94%	43%	43%	0	100%	12%						

PERCENTAGES OF JOB MEMBERS TEACHING THE VARIOUS WEAPONS

12

## JOBS AT OTHER BASES

VII.	SENIOR CATM INSTRUCTOR	(STG057, N=240)
VIII.	JUNIOR CATM INSTRUCTOR	(STG029, N=38)
IX.	NCOIC	(STG070, N=109)
X.	NELLIS AFB CATM INSTRUCTOR	(STG032, N=7)
XI.	NELLIS AFB MACHINE GUN INSTRUCTOR	(STG025, N=6)
XII.	SUPERINTENDENT	(STG028, N=11)
XIII.	ACTION OFFICER	(STG016, N=8)

## JOBS AT LACKLAND AFB

I. LACKLAND CATM INSTRUCTOR JOB (STG038, N=60). Almost half the Lackland AFB respondents reported performing tasks related to instructing the M-16 rifle, semi-automatic pistol, grenade launcher, and M60 machine gun. They perform these tasks as CATM instructors for personnel who are armed daily and completing their annual firing requirement, as well as for students going through the entry-level course. Twenty-nine percent of the members with this job are in paygrades E-1 to E-3, 30 percent are in paygrade E-4, 30 percent are in paygrade E-5, and 40 percent report being in their first enlistment. Sixty-seven percent of these CATM personnel hold the 5-skill level. Overall, Lackland CATM Instructors report spending 32 percent of their duty time inspecting, repairing, or maintaining ground weapons, 25 percent controlling and operating firing ranges and weapon storage facilities, 22 percent instructing ground weapon skills, and spend most time performing the following common CATM tasks:

- conduct rifle classroom training, M16 series
- conduct rifle live fire training, M16 series
- conduct semi-automatic pistol classroom training
- conduct semi-automatic pistol live fire training
- function check rifles, M16 series
- function check semi-automatic pistols
- coach trainee weapons fundamentals

II. LACKLAND BASIC TRAINEE INSTRUCTOR (STG036, N=7). This job is unique in that it is the only job which involves teaching CATM skills to basic trainees. It is a rather narrow job, as members perform an average of only 29 tasks, fewer tasks than members of any other job in the specialty perform. Five of the seven respondents are paygrade E-4, six hold the 5-skill level, and three are in their first enlistment. These seven respondents indicate

they spend 44 percent of their duty time on tasks related to controlling and operating firing ranges and weapon storage facilities. They spend an additional 25 percent of their duty time instructing ground weapons skills and 16 percent inspecting, repairing, or maintaining ground weapons. Basic Trainee Instructors are distinguished by the time they spend performing the following tasks:

- transport weapons
- reface targets
- transport ammunition or ammunition residue
- secure range equipment or facilities
- perform grounds maintenance
- brief range safety rules
- maintain target lines

III. LACKLAND M60 MACHINE GUN INSTRUCTOR (STG044, N=8). This rather limited job is unique in that it involves teaching only the M60 machine gun to Group A personnel (see Table 5). AFSC 753X0 personnel with this job are a more senior group, as they average 157 months TAFMS, three are paygrade E-5, three are paygrade E-6, one is paygrade E-7, five hold the 7-skill level, and five indicate they supervise. The job entails an average of only 66 tasks, and members report spending 28 percent of their time instructing ground weapons skills, 23 percent controlling and operating firing ranges and weapons storage facilities, and 21 percent inspecting, repairing, or maintaining ground weapons. Lackland M60 Machine Gun Instructors are distinguished by the time they spend performing the following tasks:

- conduct machine gun (other than submachine gun)
  - live fire training
- conduct machine gun (other than submachine gun)
  - classroom training
- clean machine guns, other than submachine guns
- function check machine guns, other than submachine guns
- clear machine guns, other than submachine guns
- conduct machine gun (other than submachine guns)
  - dry fire training
- field strip machine guns, other than submachine guns

IV. LACKLAND MORTAR AND MACHINE GUN INSTRUCTOR (STG043, N=6). AFSC 753X0 respondents with this job differ from those with the previous job in that they are the only Lackland AFB personnel who teach the MK19 40mm grenade machine gun, M2 .50 caliber machine gun, and M29 mortar (Table 5). Lackland AFB CATM respondents with this job are also a more senior group, as they average 159 months TAFMS, two are paygrade E-5, three are paygrade E-6, one is paygrade E-7, and five of the six hold the 7-skill level. The six members with this job indicate they spend 27 percent of their duty time performing tasks related to inspecting, repairing, or maintaining ground weapons, 25 percent instructing ground weapons skills, 12 percent controlling and

operating firing ranges, and 10 percent managing ground weapons training. These Mortar and Machine Gun Instructors are distinguished by the time they spend performing the following tasks:

- physically inspect mortars
- physically inspect grenade machine guns (40mm)
- clear mortars
- clear grenade machine guns (40mm)
- conduct mortar classroom training
- conduct grenade machine gun (40mm) classroom training
- conduct mortar live fire training
- conduct grenade machine gun (40mm) live fire training

V. LACKLAND ARMORER (STG034, N=11). Lackland Armorers have a distinctive job in that they spend almost no time teaching CATM skills. Six of the respondents with this job are paygrade E-4, 4 are paygrade E-5, 1 is paygrade E-6, 2 of the 11 hold the 3-skill level, 8 hold the 5-skill level, and 1 holds the 7-skill level. Armorers spend 42 percent of their duty time on tasks related to controlling and operating firing ranges and weapons storage facilities, 28 percent inspecting, repairing, or maintaining ground weapons, and 17 percent performing administrative functions. What distinguishes members with this job is the time they spend performing the following tasks:

- inventory weapons
- issue weapons
- issue ammunition
- guard ammunition or weapons
- secure weapons in storage facilities
- maintain control of keys, such as issuing, recording, and safeguarding
- maintain weapons storage requirements

VI. LACKLAND NCOIC (STG030, N=8). These most senior DAFSC 753X0 members at Lackland AFB average 215 months TAFMS. Two are paygrade E-5, two are paygrade E-6, three are paygrade E-7, one is paygrade E-8, and one is paygrade E-9. All eight report being a supervisor, one holds the 5-skill level, five hold the 7-skill level, one holds the 9-skill level, and one is the CEM. They are obviously administrators and supervisors, as they spend 30 percent of their duty time organizing and planning, 26 percent directing and implementing, and 22 percent evaluating and inspecting. These NCOICs are distinguished from members of other jobs and the NCOICs at other bases, because they perform an average of only 49 tasks and spend more time performing the following tasks:

- counsel personnel on personal or military-related matters
- schedule leave or passes
- assign personnel to duty positions
- determine work priorities
- determine requirements for space, personnel, equipment, or supplies
- write EPRs
- plan work assignments

#### JOBS AT OTHER BASES

VII. SENIOR CATM INSTRUCTOR (STG057, N=240). These are more senior CATM instructors who conduct classroom and live fire training on M16 rifles, semi-automatic pistols, revolvers, shotguns, and grenade launchers for both Group A and B personnel. Senior CATM Instructors average 86 months TAFMS, 67 percent hold the 5-skill level, 22 percent hold the 7-skill level, 28 percent have supervisory responsibilities, 34 percent are in their first enlistment, and 75 percent are assigned to CONUS bases. These 240 members indicate they spend 38 percent of their duty time performing tasks related to inspecting, repairing, or maintaining ground weapons, 21 percent controlling or operating firing ranges, 17 percent instructing ground weapons skills, and 11 percent performing administrative functions. They have a rather broad job, as they perform an average of 190 tasks, and are distinguished by the time they spend performing the following tasks:

- conduct rifle classroom training, M16 series
- conduct rifle live fire training, M16 series
- coach trainee weapons fundamentals
- conduct semi-automatic pistol classroom training
- conduct semi-automatic pistol live fire training
- conduct revolver classroom training
- conduct revolver live fire training
- conduct shotgun classroom training

VIII. JUNIOR CATM INSTRUCTOR (STG029, N=38). Junior CATM Instructors have a somewhat more limited job compared to Senior CATM Instructors, as they perform an average of 103 tasks. Fifteen respondents with this job hold the 3-skill level, 18 hold the 5-skill level, 5 hold the 7-skill level, and over half are in their first enlistment. AFSC 753X0 respondents with this job indicate they spend 43 percent of their duty time inspecting, repairing, or maintaining ground weapons, 23 percent controlling and operating firing ranges, and 17 percent instructing ground weapons skills. These Junior CATM Instructors spend more time on the following general CATM tasks:

- conduct classroom training, M16 series
- physically inspect rifles, M16 series
- conduct range cleanup
- conduct rifle live fire training, M16 series
- brief range safety rules
- physically inspect semi-automatic pistols
- prepare classroom for instruction
- function check rifles, M16 series

IX. NCOIC (STG070, N=109). The NCOIC job at other bases is broader than the Lackland AFB NCOIC job, as these NCOICs perform an average of 290 technical and supervisory tasks. Eighty-one percent of these NCOICs hold the 7-skill level, 27 percent are paygrade E-5, 37 percent are paygrade E-6, 30 percent are paygrade E-7, and they average 175 months TAFMS. Respondents with this job report they spend 25 percent of their duty time inspecting, repairing, or maintaining ground weapons, 17 percent controlling and operating firing ranges, 15 performing administrative functions, and 11 percent instructing ground weapon skills. These NCOICs spend most of their time performing the following tasks:

- schedule range usage
- determine work priorities
- type correspondence, forms, or reports
- plan work assignments
- review correspondence
- interpret policies, directives, or procedures  
for subordinates
- assign CATM instructor jobs or tasks

X. NELLIS CATM INSTRUCTOR (STG032, N=7). These 7 respondents were identified separately because of the time they spend on an average of 106 tasks dealing with teaching various weapons used by armed personnel at Nellis AFB. These seven CATM Instructors are also the only respondents who teach light anti-tank weapons (see Table 5). Five of these instructors hold the 5-skill level, two hold the 7-skill level, five are paygrade E-5, two are paygrade E-6, and three are in their first enlistment. These seven respondents report spending 36 percent of their time performing tasks related to inspecting, repairing, or maintaining ground weapons, 22 percent on tasks related to controlling and operating firing ranges, and 20 percent on tasks related to instructing ground weapons skills. They are distinguished by the time they spend performing the following tasks:

- conduct techniques of fire training
- visually inspect light antitank weapon 35mm subcal devices
- fire light antitank weapons or subcal devices for  
qualification or to maintain proficiency



conduct light antitank weapon live fire training  
physically inspect light antitank weapon 35mm subcal  
devices

XI. NELLIS AFB MACHINE GUN INSTRUCTOR (STG025, N=6). These six Nellis AFB respondents were differentiated because they concentrate on teaching the MK19 40mm grenade machine gun, the M60 machine gun, and the M2 .50 caliber machine gun to personnel who are armed on a daily basis (Table 5). Four of these six instructors hold the 3-skill level, one holds the 5-skill level, one holds the 7-skill level, four are in paygrades E-2 to E-3, one each is paygrade E-4 and E-5, and five are in their first enlistment. These members report spending 39 percent of their time performing tasks related to inspecting, repairing, or maintaining ground weapons, 26 percent on tasks related to instructing ground weapons skills, and 19 percent on tasks related to controlling and operating firing ranges. They are distinguished by the time they spend on the following tasks:

conduct machine gun (other than submachine gun)  
live fire training  
conduct machine gun (other than submachine gun)  
classroom training  
visually inspect machine guns, other than submachine  
guns  
lubricate machine guns, other than submachine guns  
lubricate grenade machine guns (40mm)  
clean grenade machine guns (40mm)  
conduct grenade machine gun (40mm) classroom training  
conduct grenade machine gun (40mm) live fire training

XII. SUPERINTENDENT (STG028, N=11). These are the most senior AFSC 753X0 respondents, as they average 215 months TAFMS. Of the 11 members in this job, 7 hold the 7-skill level, 3 hold the 9-skill level, one is a CEM code, 4 are paygrade E-6, 3 are paygrade E-7, and 4 are paygrade E-8. Superintendents report performing an average of 168 tasks and spend 16 percent of their time on tasks related to controlling and operating firing ranges, 13 percent on organizing and planning, 13 percent inspecting, repairing, or maintaining ground weapons, 13 percent on tasks related to managing ground weapon training and maintaining instructor qualification, 13 percent on tasks related to administrative function, and 13 percent on evaluating and inspecting tasks. What distinguishes members with this job is the time they spend performing the following tasks:

assign CATM instructor jobs or tasks  
plan preventive maintenance for ranges or facilities  
determine work priorities  
review correspondence

implement self-inspection programs  
plan work assignments  
compile activity reports

XIII. ACTION OFFICER (STG016, N=8). Members with this job perform an average of only 44 tasks. Four Action Officers hold the 7-skill level, two hold the 9-skill level, two are CEM code, four are paygrade E-7, two are paygrade E-8, and two are paygrade E-9. Action Officers spend 28 percent of their duty time on tasks related to evaluating and inspecting, 25 percent on tasks related to organizing and planning, 22 percent performing administrative functions, and 15 percent directing and implementing. Members with this job are distinguished by the time they spend performing the following tasks:

prepare staff studies, surveys, or special reports  
type correspondence, forms, or reports  
prepare briefings  
conduct briefings  
maintain administrative files  
draft inputs to higher headquarters directives  
conduct staff assistance visits

#### Comparison to Previous Survey

Jobs identified in the present survey were compared to those reported in the previous OSR (see Table 6). While the basic structure of the career ladder has not changed over the years, the differences in names shown in Table 6 reflect the organization of tasks in the latest inventory, use of the CODAP task-clustering process to better identify groups of respondents performing similar tasks, and identifying Lackland AFB respondents separately.

#### Comparison of Lackland AFB Jobs and Those at Other Bases

Because Lackland AFB respondents constitute 23 percent of the total sample, they were considered separately. Survey data show some differences between tasks performed by those with the CATM job at Lackland AFB, Nellis AFB, and CATM Instructors at other bases. As shown in Table 5, Lackland CATM Instructors train the M16, M9, M60, and M203 grenade launcher, Nellis AFB CATM Instructors teach the .50 caliber machine gun and anti-tank weapons, while CATM Instructors at other bases teach most weapons, including revolvers. In addition, CATM personnel at other bases perform many tasks identified with the Lackland AFB Armorer job and more inspect, clean, adjust, and replace parts on M16s and M9 pistols than AFSC 753X0 personnel at Lackland AFB. Figures in Table 4 show Lackland AFB CATM personnel have more limited jobs, as they perform lower average numbers of tasks than CATM personnel at other bases.

The tasks performed by personnel with the Lackland AFB NCOIC job were compared to those performed by those with the NCOIC job at other bases. NCOICs at Lackland AFB perform very few technical tasks, but devote their time

TABLE 6  
COMPARISON OF CAREER LADDER STRUCTURE FOR  
CURRENT AND PREVIOUS SURVEY

<u>JOBS IDENTIFIED IN CURRENT STUDY</u>	<u>JOBS IDENTIFIED IN PREVIOUS OSR</u>
LACKLAND CATM INSTRUCTOR	COMBAT ARMS INSTRUCTION PERSONNEL
LACKLAND BASIC TRAINEE INSTRUCTOR	INITIAL MARKSMANSHIP TRAINING (IMT) PERSONNEL
SENIOR CATM INSTRUCTOR	
JUNIOR CATM INSTRUCTOR	
NELLIS CATM INSTRUCTOR	
LACKLAND MORTAR AND 40mm MACHINE GUN INSTRUCTOR	
LACKLAND NCOIC	RANGE OPERATIONS SUPERVISORS
NCOIC	
LACKLAND M60 MACHINE GUN INSTRUCTOR	M-60 MACHINE GUN INSTRUCTORS
NELLIS MACHINE GUN INSTRUCTOR	
ARMORER	ARMORY PERSONNEL
SUPERINTENDENT	CATM PROGRAM MANAGERS
ACTION OFFICER	
NOT MATCHED	WEAPONS FIELD MAINTENANCE PERSONNEL

to more supervisory and administrative tasks. NCOICs at other bases, on the other hand, perform a mixture of administrative, supervisory, instructing, and range operation tasks. Again, as shown by figures in Table 4, NCOICs at Lackland AFB have a much more restrictive job, as they perform an average of only 49 tasks, compared to an average of 290 tasks performed by NCOICs at other bases.

#### Summary

Because Lackland AFB respondents constitute 23 percent of the total sample, the jobs they perform were identified separately from those performed by respondents at other bases. Most respondents at Lackland AFB and other bases have the CATM Instructor job and teach ground weapon skills to Group A personnel. There are differences in the overall breadth of jobs performed by Lackland AFB CATM and NCOIC personnel versus those performed at other bases, as well as emphasis on weapons instructed.

### CAREER LADDER PROGRESSION

Analysis of DAFSC groups, together with the analysis of the career ladder structure, is an important part of each occupational survey. The DAFSC analysis identifies differences in tasks performed by members of the various skill-level groups, which in turn may be used to determine how well career ladder documents, such as AFR 39-1 Specialty Descriptions and the Specialty Training Standard (STS), reflect what members of the various skill-level groups are doing. As with the specialty jobs, DAFSC groups at Lackland AFB were analyzed separately from those at all other bases.

The distribution of skill-level members in the various jobs at Lackland AFB is shown in Table 7, distribution of skill-level members in jobs at other bases is shown in Table 8, while relative amounts of time members of the various skill-level groups spend on duties are shown in Table 9. These data show more 3- and 5-skill level members are involved with marksmanship training, 7-skill level personnel are first-line supervisors, and 9-skill level members and CEM personnel are in administrative and management functions.

### SKILL-LEVEL DESCRIPTIONS

#### Lackland AFB

Lackland DAFSC 75330/50. Eighty-seven of the 135 Lackland CATM personnel hold the 3- and 5-skill levels and perform essentially the same jobs. Over half are CATM Instructors, 11 percent are Armorers, and 8 percent are involved in instructing marksmanship to basic trainees. These are junior personnel with

TABLE 7  
DISTRIBUTION OF SKILL-LEVEL MEMBERS  
ACROSS CAREER LADDER JOBS  
(PERCENT)

JOB	LACKLAND		
	75330/50 (N=87)	75370 (N=45)	75399/00 (N=3)
LACKLAND CATM INSTRUCTOR	54%	29%	0
LACKLAND BASIC TRAINEE INSTRUCTOR	8%	0	0
LACKLAND MACHINE GUN INSTRUCTOR	3%	11%	0
LACKLAND MORTAR AND 40MM MACHINE GUN INSTRUCTOR	1%	11%	0
LACKLAND ARMORER	11%	2%	0
LACKLAND NCOIC	1%	11%	67%
NOT GROUPED	22%	36%	33%

TABLE 8  
DISTRIBUTION OF SKILL-LEVEL MEMBERS  
ACROSS CAREER LADDER JOBS  
(PERCENT)

JOB	OTHER BASES			
	75330/50 (N=262)	75370 (N=183)	75399 (N=10)	75300 (N=3)
SENIOR CATM INSTRUCTOR	71%	29%	0	0
JUNIOR CATM INSTRUCTOR	13%	3%	0	0
NCOIC	6%	48%	50%	0
NELLIS CATM INSTRUCTOR	1%	1%	0	0
NELLIS MACHINE GUN INSTRUCTOR	1%	*	0	0
SUPERINTENDENT	*	4%	30%	0
ACTION OFFICER	0	2%	20%	67%
NOT GROUPED	7%	12%	0	33%

\* Denotes less than 1 percent

TABLE 9

TIME SPENT ON DUTIES BY MEMBERS OF SKILL-LEVEL GROUPS  
(RELATIVE PERCENT OF JOB TIME)

DUTIES	LACKLAND			OTHER BASES			
	75330/50 (N=87)	75370 (N=45)	75399/00 (N=3)	75330/50 (N=262)	75370 (N=183)	75399 (N=10)	75300 (N=3)
A ORGANIZING AND PLANNING	3	9	27	2	7	15	19
B DIRECTING AND IMPLEMENTING	4	9	18	2	7	10	19
C INSPECTING AND EVALUATING	2	9	27	2	7	15	32
D MANAGING GROUND WEAPONS TRAINING AND MAINTAINING INSTRUCTOR QUALIFICATION	7	12	7	6	8	10	5
E PERFORMING ADMINISTRATIVE FUNCTIONS	11	14	12	11	14	13	17
F INSPECTING, REPAIRING, OR MAINTAINING GROUND WEAPONS	28	18	8	39	26	17	0
G CONTROLLING AND OPERATING FIRING RANGES AND WEAPON STORAGE FACILITIES	27	15	1	21	18	13	8
H INSTRUCTING GROUND WEAPONS SKILLS	17	14	0	17	12	7	0

respect to TAFMS, and most are in paygrades E-4 and E-5. Members perform an average of 68 tasks, and as shown in Table 9, spend the greatest amount of duty time performing tasks related to inspecting, repairing, or maintaining ground weapons. Representative tasks 3- and 5-skill level members perform are listed in Table 10.

Lackland DAFSC 75370. As shown by data in Table 7, higher percentages of Lackland 7-skill level personnel instruct heavy machine guns, mortars, and grenade machine guns, and are NCOICs. Representative tasks performed by DAFSC 753X0 personnel at Lackland AFB are listed in Table 11, while tasks that best differentiate between Lackland AFB DAFSC 75330/50 and 75370 personnel are listed in Table 12. Figures in the top portion of the table show a greater percentage of 3- and 5-skill level personnel perform purely technical tasks, while figures in the lower half show more 7-skill level members perform supervisory tasks. These data, along with the time 7-skill level members spend on duties (Table 9), suggest DAFSC 75370 personnel at Lackland AFB are first-line supervisors.

Lackland DAFSC 75399/00. There are only two 9-skill level and one CEM code Lackland AFB respondents, two of whom report being superintendents, while the third reports being NCOIC of the gunsmith shop. They spend more time on administrative duties and less time on technical duties than members with the other skill levels (Table 7). Representative tasks performed by these senior personnel are listed in Table 13, while tasks that best distinguish between 7-skill level respondents and members of this senior group are listed in Table 14. Figures in the top portion of the table show a greater percentage of 7-skill level personnel perform technical and supervisory tasks, while figures in the lower half clearly show more 9-skill level and CEM personnel perform managerial tasks.

#### Other Bases

Other DAFSC 75330/50. There are 262 3- and 5-skill level respondents at other bases, 84 percent of whom report being either Junior or Senior CATM Instructors (Table 8). As such, they perform an average of 172 tasks related to inspecting, repairing, or maintaining ground weapons, operating firing ranges, and instructing weapons skills. Representative tasks 3- and 5-skill level members perform are listed in Table 15 and show most instruct the M16 rifle and M9 semi-automatic pistol.

Other DAFSC 75370. Nearly half of the 183 7-skill level respondents at other bases report having the NCOIC job, while 29 percent report having the Senior CATM Instructor job. They report performing an average of 226 technical and supervisory tasks, a representative sample of which are listed in Table 16. Their role as first-line supervisors is suggested by tasks which best distinguish between other 75330/50 and 75370 personnel, listed in Table 17. The fact that only tasks with a negative difference are shown indicates the same percentage of 7- as 3- and 5-skill level members perform common technical

TABLE 10

## REPRESENTATIVE TASKS PERFORMED BY LACKLAND 75330/50 PERSONNEL

TASKS	PERCENT MEMBERS PERFORMING (N=87)
D119 FIRE RIFLES FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	78
F244 CLEAR RIFLES, M16 SERIES	77
G382 GUARD AMMUNITION OR WEAPONS	75
G434 TRANSPORT WEAPONS	75
F246 CLEAR SEMI-AUTOMATIC PISTOLS	72
D120 FIRE SEMI-AUTOMATIC PISTOLS FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	71
F315 LUBRICATE RIFLES, M16 SERIES	70
F287 FUNCTION CHECK RIFLES, M16 SERIES	69
F317 LUBRICATE SEMI-AUTOMATIC PISTOLS	69
F361 VISUALLY INSPECT RIFLES, M16 SERIES	68
H469 CONDUCT RIFLE CLASSROOM TRAINING, M16 SERIES	67
H493 PREPARE CLASSROOMS FOR INSTRUCTION	64
G433 TRANSPORT AMMUNITION OR AMMUNITION RESIDUE	63
E149 INITIATE OR COMPLETE AF FORMS 522 (GROUNDS WEAPONS TRAINING DATA AND USAF FIREARMS QUALIFICATION)	63
G367 BRIEF RANGE SAFETY RULES	63
H438 COACH TRAINEE WEAPONS FUNDAMENTALS	62
H473 CONDUCT RIFLE LIVE FIRE TRAINING, M16 SERIES	62
F363 VISUALLY INSPECT SEMI-AUTOMATIC PISTOLS	62
H475 CONDUCT SEMI-AUTOMATIC PISTOL CLASSROOM TRAINING	62
G421 PERFORM SELF-HELP FACILITY IMPROVEMENT PROJECTS, SUCH AS CONSTRUCTING, PAINTING, OR SOUNDPROOFING	61
G373 CONSTRUCT TARGET FRAMES	57
G370 CONDUCT RANGE CLEANUP	56
H471 CONDUCT RIFLE DRY FIRE TRAINING, M16 SERIES	55
G406 MAINTAIN TARGET LINES	53
G397 ISSUE AMMUNITION	51
G417 PERFORM GROUNDS MAINTENANCE	51
G431 SUPERVISE RANGE CLEANUP	51
G398 ISSUE WEAPONS	49
H455 CONDUCT MACHINE GUN (OTHER THAN SUBMACHINE GUN) CLASSROOM TRAINING	46
G396 INVENTORY WEAPONS	36



TABLE 11  
REPRESENTATIVE TASKS PERFORMED BY LACKLAND 75370 PERSONNEL

TASKS	PERCENT MEMBERS PERFORMING (N=45)
D120 FIRE SEMI-AUTOMATIC PISTOLS FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	67
B32 COUNSEL PERSONNEL ON PERSONAL OR MILITARY-RELATED MATTERS	64
E149 INITIATE OR COMPLETE AF FORMS 522 (GROUNDS WEAPONS TRAINING DATA AND USAF FIREARMS QUALIFICATION)	62
D119 FIRE RIFLES FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	60
G370 CONDUCT RANGE CLEANUP	56
G382 GUARD AMMUNITION OR WEAPONS	56
A7 DETERMINE WORK PRIORITIES	53
C88 WRITE EPRs	53
B46 ORIENT NEWLY ASSIGNED PERSONNEL	53
G367 BRIEF RANGE SAFETY RULES	53
E201 TYPE CORRESPONDENCE, FORMS, OR REPORTS	51
B45 INTERPRET POLICIES, DIRECTIVES, OR PROCEDURES FOR SUBORDINATES	51
H488 EVALUATE TRAINEES' PERFORMANCE	51
H438 COACH TRAINEE WEAPONS FUNDAMENTALS	51
F246 CLEAR SEMI-AUTOMATIC PISTOLS	51
D107 EVALUATE INSTRUCTOR PERFORMANCE	49
B51 SUPERVISE COMBAT ARMS TRAINING AND MAINTENANCE SPECIALISTS (AFSC 75350)	49
A28 SCHEDULE LEAVES OR PASSES	49
D125 MAINTAIN TRAINING RECORDS, CHARTS, OR GRAPHS	47
E161 INVENTORY TOOLS OR EQUIPMENT	44
D128 REVIEW COURSE OUTLINES, LESSON PLANS, OR PRESENTATION METHODS	44
G421 PERFORM SELF-HELP FACILITY IMPROVEMENT PROJECTS, SUCH AS CONSTRUCTING, PAINTING, OR SOUNDPROOFING	44
H494 PREPARE LESSON PLANS	44
E134 CONDUCT PHYSICAL SECURITY INSPECTIONS OF FACILITIES	42
C84 REVIEW CORRESPONDENCE	40
C66 EVALUATE EFFECTIVENESS OF TRAINING PROGRAMS	36
E165 MAINTAIN ADMINISTRATIVE FILES	33
G417 PERFORM GROUNDS MAINTENANCE	31
D102 DEVELOP PLANS OF INSTRUCTION (POI)	31

TABLE 12

TASKS WHICH BEST DIFFERENTIATE BETWEEN LACKLAND DAFSC 75330/50  
AND DAFSC 75370 PERSONNEL  
(PERCENT MEMBERS PERFORMING)

<u>TASKS</u>	<u>75330/50 (N=87)</u>	<u>75370 (N=45)</u>	<u>DIFFERENCE</u>
G406 MAINTAIN TARGET LINES	53	18	35
F315 LUBRICATE RIFLES, M16 SERIES	70	38	32
F244 CLEAR RIFLES, M16 SERIES	77	47	30
H473 CONDUCT RIFLE LIVE FIRE TRAINING, M16 SERIES	62	33	29
G434 TRANSPORT WEAPONS	75	47	28
F305 LUBRICATE GRENADE LAUNCHERS	47	20	27
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A12 DEVELOP WORK METHODS OR PROCEDURES	8	47	-39
A16 ESTABLISH PERFORMANCE STANDARDS FOR SUBORDINATES	10	49	-39
A28 SCHEDULE LEAVES OR PASSES	13	49	-36
B32 COUNSEL PERSONNEL ON PERSONAL OR MILITARY-RELATED MATTERS	30	64	-34
A7 DETERMINE WORK PRIORITIES	20	53	-33
A24 PLAN WORK AND ASSIGNMENTS	14	47	-33

TABLE 13

## REPRESENTATIVE TASKS PERFORMED BY LACKLAND 75399/00 PERSONNEL

TASKS	PERCENT MEMBERS PERFORMING (N=3)
C84 REVIEW CORRESPONDENCE	100
C62 EVALUATE AWARD PROGRAMS NOMINATIONS	100
B32 COUNSEL PERSONNEL ON PERSONAL OR MILITARY-RELATED MATTERS	100
C67 EVALUATE INDIVIDUALS FOR RECOGNITION	100
C78 INDORSE ENLISTED PERFORMANCE REPORTS (EPR)	100
B45 INTERPRET POLICIES, DIRECTIVES, OR PROCEDURES FOR SUBORDINATES	100
B30 CONDUCT STAFF MEETINGS	100
B52 SUPERVISE COMBAT ARMS TRAINING AND MAINTENANCE SUPERINTENDENTS (AFSC 75399)	100
A6 DETERMINE REQUIREMENTS FOR SPACE, PERSONNEL, EQUIPMENT, OR SUPPLIES	100
A5 COORDINATE RANGE OR SUPPORT FACILITY REHABILITATION WITH CIVIL ENGINEERING	100
A28 SCHEDULE LEAVES OR PASSES	100
B53 SUPERVISE COMBAT ARMS TRAINING AND MAINTENANCE TECHNICIANS (AFSC 75370)	100
A7 DETERMINE WORK PRIORITIES	100
C89 WRITE RECOMMENDATIONS FOR AWARDS	100
C63 EVALUATE BUDGET OR FINANCIAL REQUIREMENTS	100
A4 COORDINATE RANGE OR SUPPORT FACILITY CONSTRUCTION WITH CIVIL ENGINEERING	100
A16 ESTABLISH PERFORMANCE STANDARDS FOR SUBORDINATES	100
A17 PLAN AGENDA FOR STAFF MEETINGS	100
A24 PLAN WORK AND ASSIGNMENTS	100
C57 CONDUCT PERFORMANCE FEEDBACK WORKSHEET (PFW) SESSIONS	100
B47 RESOLVE TECHNICAL PROBLEMS FOR SUBORDINATES	100
A12 DEVELOP WORK METHODS OR PROCEDURES	100
E168 MAINTAIN AF FORMS 55 (EMPLOYEE SAFETY AND HEALTH RECORD)	100
A2 COMPILE ACTIVITY REPORTS	100
C64 EVALUATE COMPLIANCE WITH WORK STANDARDS	100
C65 EVALUATE DUTY DESCRIPTIONS	100
A1 ASSIGN PERSONNEL TO DUTY POSITIONS	100
C88 WRITE EPRs	100
C82 RECOMMEND INDIVIDUALS FOR PROMOTION, DEMOTION, OR RECLASSIFICATION	100

TABLE 14

TASKS WHICH BEST DIFFERENTIATE BETWEEN LACKLAND  
DAFSC 75370 AND 75399/00 PERSONNEL  
(PERCENT MEMBERS PERFORMING)

TASKS	75370 (N=45)	75399/00 (N=3)	DIFFERENCE
G370 CONDUCT RANGE CLEANUP	56	0	56
G382 GUARD AMMUNITION OR WEAPONS	56	0	56
G367 BRIEF RANGE SAFETY RULES	53	0	53
H438 COACH TRAINEE WEAPONS FUNDAMENTALS	51	0	51
H488 EVALUATE TRAINEES' PERFORMANCE	51	0	51
G431 SUPERVISE RANGE CLEANUP	49	0	49
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A11 DEVELOP ORGANIZATIONAL CHARTS	2	100	-98
A20 PLAN LAYOUT OF COMBAT ARMS TRAINING AND MAINTENANCE (CATM) FACILITIES	7	100	-93
A8 DEVELOP HOST TENANT SUPPORT AGREEMENTS	7	100	-93
A4 COORDINATE RANGE OR SUPPORT FACILITY CONSTRUCTION WITH CIVIL ENGINEERING	11	100	-89
C63 EVALUATE BUDGET OR FINANCIAL REQUIREMENTS	13	100	-87
A5 COORDINATE RANGE OR SUPPORT FACILITY REHABILITATION WITH CIVIL ENGINEERING	13	100	-87

TABLE 15  
REPRESENTATIVE TASKS PERFORMED BY OTHER  
DAFSC 75330/50 PERSONNEL

TASKS	PERCENT MEMBERS PERFORMING (N=262)
D120 FIRE SEMI-AUTOMATIC PISTOLS FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	94
F287 FUNCTION CHECK RIFLES, M16 SERIES	93
F363 VISUALLY INSPECT SEMI-AUTOMATIC PISTOLS	93
H469 CONDUCT RIFLE CLASSROOM TRAINING, M16 SERIES	92
G367 BRIEF RANGE SAFETY RULES	92
H493 PREPARE CLASSROOMS FOR INSTRUCTION	92
F244 CLEAR RIFLES, M16 SERIES	92
G370 CONDUCT RANGE CLEANUP	92
F361 VISUALLY INSPECT RIFLES, M16 SERIES	92
F331 PHYSICALLY INSPECT RIFLES, M16 SERIES	92
D119 FIRE RIFLES FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	92
F211 ALIGN OR ADJUST PARTS ON RIFLES, M16 SERIES	92
F289 FUNCTION CHECK SEMI-AUTOMATIC PISTOLS	92
F333 PHYSICALLY INSPECT SEMI-AUTOMATIC PISTOLS	92
H438 COACH TRAINEE WEAPONS FUNDAMENTALS	91
F246 CLEAR SEMI-AUTOMATIC PISTOLS	91
F273 FIELD STRIP RIFLES, M16 SERIES	90
F275 FIELD STRIP SEMI-AUTOMATIC PISTOLS	90
E153 INITIATE OR COMPLETE AF FORMS 710 (GROUND WEAPONS TRAINING RECORD)	89
G398 ISSUE WEAPONS	89
F345 REPLACE UNSERVICEABLE PARTS ON RIFLES, M16 SERIES	89
H473 CONDUCT RIFLE LIVE FIRE TRAINING, M16 SERIES	88
G382 GUARD AMMUNITION OR WEAPONS	88
G397 ISSUE AMMUNITION	88
G396 INVENTORY WEAPONS	87
H471 CONDUCT RIFLE DRY FIRE TRAINING, M16 SERIES	86
G424 REFACE TARGETS	86
G434 TRANSPORT WEAPONS	86
G428 SECURE RANGE EQUIPMENT OR FACILITIES	86
E149 INITIATE OR COMPLETE AF FORMS 522 (GROUNDS WEAPONS TRAINING DATA AND USAF FIREARMS QUALIFICATION)	85
G429 SECURE WEAPONS IN STORAGE FACILITIES	82

TABLE 16  
REPRESENTATIVE TASKS PERFORMED BY  
OTHER DAFSC 75370 PERSONNEL

TASKS	PERCENT MEMBERS PERFORMING (N=183)
D120 FIRE SEMI-AUTOMATIC PISTOLS FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	93
D119 FIRE RIFLES FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	90
G367 BRIEF RANGE SAFETY RULES	89
D118 FIRE REVOLVERS FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	88
G396 INVENTORY WEAPONS	87
F331 PHYSICALLY INSPECT RIFLES, M16 SERIES	87
E149 INITIATE OR COMPLETE AF FORMS 522 (GROUNDS WEAPONS TRAINING DATA AND USAF FIREARMS QUALIFICATION)	86
G397 ISSUE AMMUNITION	86
G382 GUARD AMMUNITION OR WEAPONS	85
G398 ISSUE WEAPONS	85
E153 INITIATE OR COMPLETE AF FORMS 710 (GROUND WEAPONS TRAINING RECORD)	84
G431 SUPERVISE RANGE CLEANUP	84
H438 COACH TRAINEE WEAPONS FUNDAMENTALS	83
H473 CONDUCT RIFLE LIVE FIRE TRAINING, M16 SERIES	83
H477 CONDUCT SEMI-AUTOMATIC PISTOL LIVE FIRE TRAINING	83
G370 CONDUCT RANGE CLEANUP	83
G388 INSPECT RANGE EQUIPMENT	81
A7 DETERMINE WORK PRIORITIES	80
H469 CONDUCT RIFLE CLASSROOM TRAINING, M16 SERIES	79
G394 INVENTORY AMMUNITION	79
H488 EVALUATE TRAINEES' PERFORMANCE	78
B54 SUPERVISE INSTRUCTORS ON FIRING LINE	77
E201 TYPE CORRESPONDENCE, FORMS, OR REPORTS	75
E199 SCHEDULE RANGE USAGE	75
B51 SUPERVISE COMBAT ARMS TRAINING AND MAINTENANCE SPECIALISTS (AFSC 75350)	74
G421 PERFORM SELF-HELP FACILITY IMPROVEMENT PROJECTS, SUCH AS CONSTRUCTING, PAINTING, OR SOUNDPROOFING	73
A2 COMPILE ACTIVITY REPORTS	68
B45 INTERPRET POLICIES, DIRECTIVES, OR PROCEDURES FOR SUBORDINATES	68
C84 REVIEW CORRESPONDENCE	67

TABLE 17

TASKS WHICH BEST DIFFERENTIATE BETWEEN OTHER DAFSC 75330/50 AND 75370 PERSONNEL  
(PERCENT MEMBERS PERFORMING)

<u>TASKS</u>	<u>75330/50 (N=262)</u>	<u>75370 (N=183)</u>	<u>DIFFERENCE</u>
A28 SCHEDULE LEAVES OR PASSES	13	67	-54
C88 WRITE EPRs	18	70	-52
B43 IMPLEMENT SELF-INSPECTION PROGRAMS	15	68	-53
A7 DETERMINE WORK PRIORITIES	27	80	-53
A15 ESTABLISH ORGANIZATIONAL POLICIES, OFFICE INSTRUCTIONS (OI), OR STANDARD OPERATING PROCEDURES (SOP)	16	67	-51
A16 ESTABLISH PERFORMANCE STANDARDS FOR SUBORDINATES	17	68	-51

tasks, but a greater percentage of 7-skill level members perform the supervisory tasks listed. These data, along with the time spent on duties (Table 9), suggest these 7-skill level members are first-line supervisors.

Other DAFSC 75399. There are 10 9-skill level respondents at other bases. These 9-skill level members were distinguished from 7-skill level respondents because of the tasks they perform and time spent performing them. Representative tasks these 10 respondents perform are listed in Table 18 and deal with more managerial responsibilities. Table 19 lists tasks which best distinguish between 7- and 9-skill level respondents. This table shows more 7-skill level respondents perform the technical tasks, while more 9-skill level respondents are involved with briefings, meetings, and conferences.

Other DAFSC 75300. The survey sample included three CEM code respondents at other bases. They were distinguished from 9-skill level members because they are assigned to headquarters positions, and two of the three report having the job of Action Officer. As shown in Table 9, these 3 spend the most amount of time on administrative and managerial duties, performing an average of only 57 tasks related to their headquarters positions, compared to an average of 212 tasks performed by 9-skill level respondents. Representative tasks CEM code members perform are listed in Table 20, and tasks which best distinguish between DAFSC 75399 and 75300 personnel are listed in Table 21.

#### Comparison of Skill-Level Groups at Lackland AFB and Other Bases

Survey data show there are some differences in tasks performed by members of the skill-level groups at Lackland AFB and at other bases. A comparison of tasks listed in Tables 10 and 15 shows 3- and 5-skill level personnel at Lackland AFB lubricate rifles and pistols, conduct machine gun and pistol classroom instruction, and perform tasks related to operating a range. Three- and 5-skill level members at other bases, on the other hand, perform more rifle and pistol maintenance tasks.

There are some noticeable differences between 7-skill level members at Lackland AFB and other bases, as shown by comparing representative tasks listed in Tables 11 and 16. Lackland AFB 7-skill level members perform more tasks related to supervision and managing training, while more 7-skill level members at other bases conduct classroom training and operate firing ranges.

Differences between 9-skill level and CEM code members at Lackland AFB and other bases are not as distinct. Representative tasks these respondents perform, listed in Tables 13, 18, and 20, are quite similar. All perform various tasks dealing with managing and administering the CATM program.

#### Summary

Survey data show CATM respondents at Lackland AFB and other bases progress typically through the skill levels, with 3- and 5-skill level personnel spending their time instructing ground weapons skills and maintaining



TABLE 18  
REPRESENTATIVE TASKS PERFORMED BY OTHER  
DAFSC 75399 PERSONNEL

TASKS	PERCENT MEMBERS PERFORMING (N=10)
A14 DRAFT INPUTS TO HIGHER HEADQUARTERS DIRECTIVES	100
A2 COMPILE ACTIVITY REPORTS	100
C84 REVIEW CORRESPONDENCE	90
A9 DEVELOP INSPECTION PROCEDURES	90
C66 EVALUATE EFFECTIVENESS OF TRAINING PROGRAMS	90
B29 CONDUCT BRIEFINGS	90
A19 PLAN BRIEFINGS	90
E134 CONDUCT PHYSICAL SECURITY INSPECTIONS OF FACILITIES	90
A7 DETERMINE WORK PRIORITIES	90
A24 PLAN WORK AND ASSIGNMENTS	90
A12 DEVELOP WORK METHODS OR PROCEDURES	90
A16 ESTABLISH PERFORMANCE STANDARDS FOR SUBORDINATES	90
B30 CONDUCT STAFF MEETINGS	90
B43 IMPLEMENT SELF-INSPECTION PROGRAMS	90
A25 PREPARE BRIEFINGS	80
C64 EVALUATE COMPLIANCE WITH WORK STANDARDS	80
A17 PLAN AGENDA FOR STAFF MEETINGS	80
B53 SUPERVISE COMBAT ARMS TRAINING AND MAINTENANCE TECHNICIANS (AFSC 75370)	80
E199 SCHEDULE RANGE USAGE	80
B45 INTERPRET POLICIES, DIRECTIVES, OR PROCEDURES FOR SUBORDINATES	80
B51 SUPERVISE COMBAT ARMS TRAINING AND MAINTENANCE SPECIALISTS (AFSC 75350)	80
A21 PLAN PREVENTATIVE MAINTENANCE FOR RANGES OR FACILITIES	80
C70 EVALUATE RANGES FOR ADEQUACY OF MISSION SUPPORT	80
D90 ASSIGN CATM INSTRUCTOR JOBS OR TASKS	80
C67 EVALUATE INDIVIDUALS FOR RECOGNITION	80
E201 TYPE CORRESPONDENCE, FORMS, OR REPORTS	70
C81 PREPARE STAFF STUDIES, SURVEYS, OR SPECIAL REPORTS	70
D98 COORDINATE TRAINING REQUIREMENTS WITH BASE, COMMAND, OR OTHER TECHNICAL AGENCIES	70
E165 MAINTAIN ADMINISTRATIVE FILES	60

TABLE 19

TASKS WHICH BEST DIFFERENTIATE BETWEEN OTHER  
DAFSC 75370 AND 75399 PERSONNEL  
(PERCENT MEMBERS PERFORMING)

TASKS	75370 (N=183)	75399 (N=10)	DIFFERENCE
E166 MAINTAIN AF FORMS 2432 (KEY ISSUE LOG)	58	10	48
F233 CLEAN SHOTGUNS	77	30	47
F318 LUBRICATE SHOTGUNS	76	30	46
E188 MAINTAIN WEAPONS INVENTORY FORMS	54	10	44
F232 CLEAN SEMI-AUTOMATIC PISTOLS	83	40	43
F230 CLEAN RIFLES, M16 SERIES	83	40	43
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B30 CONDUCT STAFF MEETINGS	31	90	-59
A14 DRAFT INPUTS TO HIGHER HEADQUARTERS DIRECTIVES	42	100	-58
A19 PLAN BRIEFINGS	43	90	-47
A17 PLAN AGENDA FOR STAFF MEETINGS	37	80	-43
C78 INDORSE ENLISTED PERFORMANCE REPORTS (EPR)	38	80	-42
D97 CONDUCT TRAINING CONFERENCES OR BRIEFINGS	28	70	-42

TABLE 20

## REPRESENTATIVE TASKS PERFORMED BY OTHER DAFSC 75300 PERSONNEL

TASKS	PERCENT MEMBERS PERFORMING (N=3)
C84 REVIEW CORRESPONDENCE	100
C74 EVALUATE SUGGESTIONS	100
A19 PLAN BRIEFINGS	100
A25 PREPARE BRIEFINGS	100
B29 CONDUCT BRIEFINGS	100
C58 CONDUCT STAFF ASSISTANCE VISITS	100
C66 EVALUATE EFFECTIVENESS OF TRAINING PROGRAMS	100
E165 MAINTAIN ADMINISTRATIVE FILES	67
C81 PREPARE STAFF STUDIES, SURVEYS, OR SPECIAL REPORTS	67
A18 PLAN AGENDA FOR SYMPOSIUMS, CONFERENCES, OR WORKSHOPS	67
B31 CONDUCT SYMPOSIUMS, CONFERENCES, OR WORKSHOPS	67
B45 INTERPRET POLICIES, DIRECTIVES, OR PROCEDURES FOR SUBORDINATES	67
B43 IMPLEMENT SELF-INSPECTION PROGRAMS	67
C59 DRAFT INSPECTION REPORTS	67
D128 REVIEW COURSE OUTLINES, LESSON PLANS, OR PRESENTATION METHODS	67
A9 DEVELOP INSPECTION PROCEDURES	67
B32 COUNSEL PERSONNEL ON PERSONAL OR MILITARY-RELATED MATTERS	67
B39 IMPLEMENT COST-REDUCTION PROGRAMS	67
C68 EVALUATE INDIVIDUALS TO DETERMINE NEED FOR TRAINING	67
C69 EVALUATE INSPECTION REPORTS	67
C70 EVALUATE RANGES FOR ADEQUACY OF MISSION SUPPORT	67
D98 COORDINATE TRAINING REQUIREMENTS WITH BASE, COMMAND, OR OTHER TECHNICAL AGENCIES	67
C80 INVESTIGATE ACCIDENTS OR INCIDENTS	67
A2 COMPILE ACTIVITY REPORTS	67
A7 DETERMINE WORK PRIORITIES	67
A26 PREPARE JOB DESCRIPTIONS	67
B44 INITIATE PERSONNEL ACTION REQUESTS	67
C60 DRAFT REPLIES TO INSPECTION REPORTS	67

TABLE 21

TASKS WHICH BEST DIFFERENTIATE BETWEEN OTHER  
DAFSC 75399 AND 75300 PERSONNEL  
(PERCENT MEMBERS PERFORMING)

TASKS	75399 (N=10)	75300 (N=3)	DIFFERENCE
A13 DRAFT BUDGET OR FINANCIAL REQUIREMENTS	80	0	80
B37 DIRECT UTILIZATION OR MAINTENANCE OF EQUIPMENT OR SUPPLIES	80	0	80
D90 ASSIGN CATM INSTRUCTOR JOBS OR TASKS	80	0	80
D101 DETERMINE UNIT TRAINING REQUIREMENTS	80	0	80
E139 INITIATE AF FORMS 332 (BASE CIVIL ENGINEER WORK REQUEST)	80	0	80
A5 COORDINATE RANGE OR SUPPORT FACILITY REHABILITATION WITH CIVIL ENGINEERING	70	0	70
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C58 CONDUCT STAFF ASSISTANCE VISITS	30	100	-70
C74 EVALUATE SUGGESTIONS	60	100	-40
G410 OPERATE MECHANICAL TARGET SYSTEMS	0	33	-33
E191 PREPARE AMMUNITION HISTORIES	0	33	-33
E175 MAINTAIN GENERAL PURPOSE WORKSHEET FORMS	0	33	-33
E160 INITIATE OR COMPLETE DD FORMS 626 (MOTOR VEHICLE INSPECTION (TRANSPORTING HAZARDOUS MATERIAL))	0	33	-33

firearms, 7-skill level members performing a mixture of technical and supervisory tasks, and 9-skill level and CEM personnel performing more administrative and management functions of the career ladder. There are some differences in tasks performed by DAFSC 75330/50 and 75370 members at Lackland AFB and at other bases.

#### AFR 39-1 SPECIALTY JOB DESCRIPTION ANALYSIS

The current AFR 39-1 Specialty Descriptions for the career ladder were compared to job descriptions for each job identified and for each DAFSC group. Survey data suggest the jobs and tasks included in the current AFR 39-1 Specialty Descriptions accurately reflect the work being done in the field.

#### TRAINING ANALYSIS

Occupational survey data are a source of information used to review training documents for the specialty. The three most commonly used types of data are: (1) percent of first-enlistment personnel performing tasks, (2) ratings of how much training emphasis tasks should receive in the basic resident course, and (3) ratings of relative task difficulty.

Tasks with the highest TE ratings, with accompanying percent first-job (1-24 months TAFMS) and first-enlistment (1-48 months TAFMS) percent members performing are listed in Table 22, while tasks with the highest TD ratings and percent first-job, first-enlistment, and 5- and 7-skill level members performing are listed in Table 23. Tasks with the highest TE are related to conducting classroom and live fire training on the M16 and semi-automatic pistol and are performed by high percentages of first-job, first-enlistment members, 5- and 7-skill level members. Tasks with high TD ratings, on the other hand, deal with training on more exotic weapons and administrative functions and are performed by quite low percentages of first-job, first-enlistment, 5- and 7-skill level members.

The Training Extract contains listings of tasks sorted in descending order of TE and TD, as well as listings of the STS and POI with accompanying tasks matched, percent of first-job, first-enlistment, and 5- and 7-skill level members performing each matched tasks. There are separate listings for all respondents, Lackland AFB respondents, and respondents at other bases. Copies of the extract have been forwarded to technical school personnel for their use in reviewing training documents.

TABLE 22

SAMPLE OF TASKS WITH HIGHEST TRAINING EMPHASIS (TE) RATINGS

TASKS	TNG EMPH	PERCENT MEMBERS PERFORMING		
		1ST JOB	1ST ENL	TASK DIFF
H469 CONDUCT RIFLE CLASSROOM TRAINING, M16 SERIES	7.25	88	86	5.84
H475 CONDUCT SEMI-AUTOMATIC PISTOL CLASSROOM TRAINING	7.25	72	77	5.92
H477 CONDUCT SEMI-AUTOMATIC PISTOL LIVE FIRE TRAINING	7.19	80	78	5.68
H438 COACH TRAINEE WEAPONS FUNDAMENTALS	7.17	89	84	6.06
H476 CONDUCT SEMI-AUTOMATIC PISTOL DRY FIRE TRAINING	6.98	67	69	5.47
H473 CONDUCT RIFLE LIVE FIRE TRAINING, M16 SERIES	6.96	80	79	5.57
E153 INITIATE OR COMPLETE AF FORMS 710 (GROUND WEAPONS TRAINING RECORD)	6.92	86	82	4.29
D120 FIRE SEMI-AUTOMATIC PISTOLS FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	6.90	88	84	4.72
H471 CONDUCT RIFLE DRY FIRE TRAINING, M16 SERIES	6.83	72	78	5.36
H478 CONDUCT SHOTGUN CLASSROOM TRAINING	6.83	48	54	5.48
F259 DETAIL STRIP RIFLES, M16 SERIES	6.79	81	75	5.38
D119 FIRE RIFLES FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	6.75	86	86	4.60
F211 ALIGN OR ADJUST PARTS ON RIFLES, M16 SERIES	6.75	78	79	5.40
F261 DETAIL STRIP SEMI-AUTOMATIC PISTOLS	6.75	64	58	5.97
H477 CONDUCT SEMI-AUTOMATIC PISTOL LIVE FIRE TRAINING	6.71	64	70	5.30
F246 CLEAR SEMI-AUTOMATIC PISTOLS	6.67	86	84	3.86
H480 CONDUCT SHOTGUN LIVE FIRE TRAINING	6.65	59	60	5.19
F287 FUNCTION CHECK RIFLES, M16 SERIES	6.63	88	84	4.00
F244 CLEAR RIFLES, M16 SERIES	6.60	92	90	3.88
F247 CLEAR SHOTGUNS	6.56	61	62	3.75
H445 CONDUCT GRENADE LAUNCHER CLASSROOM TRAINING	6.54	52	66	5.68
D121 FIRE SHOTGUNS FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	6.50	67	66	3.95
F235 CLEAR GRENADE LAUNCHERS	6.50	73	77	3.40
D111 FIRE GRENADE LAUNCHERS FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	6.48	78	79	4.54
F273 FIELD STRIP RIFLES, M16 SERIES	6.48	73	82	4.22
F213 ALIGN OR ADJUST PARTS ON SEMI-AUTOMATIC PISTOLS	6.44	69	66	5.71
F290 FUNCTION CHECK SHOTGUNS	6.44	64	62	3.88

TE Mean = 2.97 S.D. = 1.85  
 TD Mean = 5.00 S.D. = 1.00

TABLE 23

SAMPLE OF TASKS WITH HIGHEST TASK DIFFICULTY (TD) RATINGS

TASKS	TASK DIFE	MEMBERS PERFORMING					TNG EMPH
		1ST JOB	1ST ENL	75350	75370		
H442 CONDUCT FIRE DIRECTION CENTER (FDC) TRAINING FOR MORTARS	7.83	2	5	3	5	1.27	
D104 DEVELOP TECHNICAL SCHOOL CATM COURSE OR CAREER DEVELOPMENT COURSE (CDC) CURRICULUM MATERIALS	7.76	2	1	1	3	0.06	
H461 CONDUCT MORTAR LIVE FIRE TRAINING	7.63	0	3	3	4	1.79	
H459 CONDUCT MORTAR CLASSROOM TRAINING	7.54	0	3	3	4	1.79	
D115 FIRE MORTARS FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	7.44	5	6	4	6	2.10	
A13 DRAFT BUDGET OR FINANCIAL REQUIREMENTS	7.42	3	2	8	40	0.71	
H462 CONDUCT NIGHT FIRE TRAINING	7.38	14	15	11	16	3.50	
H460 CONDUCT MORTAR DRY FIRE TRAINING	7.30	0	2	2	4	1.79	
H465 CONDUCT RECOILLESS RIFLE LIVE FIRE TRAINING	7.26	3	5	3	2	1.60	
H463 CONDUCT RECOILLESS RIFLE CLASSROOM TRAINING	7.17	2	2	2	1	1.60	
C63 EVALUATE BUDGET OR FINANCIAL REQUIREMENTS	7.01	3	2	8	38	0.48	
A4 COORDINATE RANGE OR SUPPORT FACILITY CONSTRUCTION WITH CIVIL ENGINEERING	6.96	6	6	15	46	1.08	
D103 DEVELOP SPECIALTY TRAINING STANDARDS (STS)	6.96	5	3	4	11	0.88	

TE Mean = 2.97 S.D. = 1.85

TD Mean = 5.00 S.D. = 1.00

TABLE 23 (CONTINUED)  
SAMPLE OF TASKS WITH HIGHEST TASK DIFFICULTY (TD) RATINGS

TASKS	TASK DIFF	MEMBERS PERFORMING				TNG EMPH
		1ST JOB	1ST ENL	75350	75370	
A10	6.94	3	3	3	11	0.00
C81	6.92	2	1	5	31	0.75
F251	6.87	14	16	16	17	3.40
A20						
DEVELOP MOBILITY PLANS						
PREPARE STAFF STUDIES, SURVEYS, OR SPECIAL REPORTS						
DETAIL STRIP GRENADE MACHINE GUNS (40mm)						
PLAN LAYOUT OF COMBAT ARMS TRAINING AND MAINTENANCE (CATM) FACILITIES						
H464	6.87	6	5	10	29	0.98
H455	6.86	2	1	1	1	1.58
CONDUCT RECOILLESS RIFLE DRY FIRE TRAINING						
CONDUCT MACHINE GUN (OTHER THAN SUBMACHINE GUN) CLASSROOM TRAINING						
C89	6.86	63	69	75	62	6.27
A15	6.82	2	1	12	54	1.08
WRITE RECOMMENDATIONS FOR AWARDS						
ESTABLISH ORGANIZATIONAL POLICIES, OFFICE INSTRUCTIONS (OI), OR STANDARD OPERATING PROCEDURES (SOP)						
A5	6.81	8	5	15	60	1.08
COORDINATE RANGE OR SUPPORT FACILITY REHABILITATION WITH CIVIL ENGINEERING						
A8	6.79	6	6	17	54	1.52
A14	6.77	3	3	7	31	0.08
H448	6.75	5	3	9	36	0.50
H458	6.74	17	16	20	17	3.23
H439	6.73	3	5	6	11	2.40
B31	6.72	3	6	5	4	1.25
H497	6.69	5	4	3	14	0.17
	6.64	3	7	14	19	1.71
CONDUCT SYMPOSIUMS, CONFERENCES, OR WORKSHOPS						
PREPARE WRITTEN TESTS						

TE Mean = 2.97 S.D. = 1.85  
TD Mean = 5.00 S.D. = 1.00



#### First-Enlistment Lackland AFB Combat Arms Training and Maintenance Personnel (AFSC 753X0)

Thirty-seven Lackland AFB respondents indicated they are in their first enlistment. As shown by Figure 2, most have the Lackland AFB CATM Instructor job. Lackland AFB first-enlistment respondents spend 32 percent of their time performing tasks related to inspecting, repairing, or maintaining ground weapons, 29 percent controlling or operating ranges, 18 percent instructing ground weapon skills, and 10 percent performing administrative functions. Time these members spend on duties is shown in Table 24, while representative tasks first-enlistment members perform are listed in Table 25.

Part of the analysis process is to identify equipment items used by more than 30 percent of first-enlistment personnel. Survey data show very low percentages of Lackland AFB CATM personnel report using any of the precision tools listed in the job inventory. This suggests they do very little weapon repair, perhaps because of the proximity of the gunsmith shop on Lackland AFB. In addition, first-enlistment CATM personnel at Lackland AFB teach mainly the M16 rifle, the M9 pistol, M60 machine gun, and M203 grenade launcher, as shown by figures in Table 26.

#### First-Enlistment Combat Arms Training and Maintenance Personnel (AFSC 753X0) at Other Bases

One hundred and seventeen respondents at other bases reported being in their first enlistment. As shown by Figure 2, most have either the Senior or Junior CATM Instructor job. As shown by data in Table 27, first-enlistment respondents at other bases spend 42 percent of their duty time performing tasks related to inspecting, repairing, or maintaining ground weapons, 22 percent of their time operating firing ranges, 19 percent instructing ground weapons skills, and 10 percent performing administrative functions. Representative tasks first-enlistment members at other bases perform are listed in Table 28.

Table 29 lists equipment items used by more than 30 percent of first-enlistment AFSC 753X0 personnel at other bases. This list shows these personnel do more indepth weapon maintenance and repair, especially on the M16 rifle and M60 machine gun. Figures in Table 26 show CATM personnel at other bases teach a wider variety of weapons than first-enlistment personnel at Lackland AFB.

#### Specialty Training Standard

For the purposes of reviewing the Specialty Training Standard (STS), USAFOMS personnel met with 3280th Technical Training Group personnel at Lackland AFB and matched tasks listed in the job inventory to line items of the STS. The end product of the match was used to produce a listing of the STS with job inventory tasks matched, percent members performing the tasks,

# DISTRIBUTION OF FIRST-ENLISTMENT AFSC 753X0 PERSONNEL ACROSS CAREER LADDER JOBS

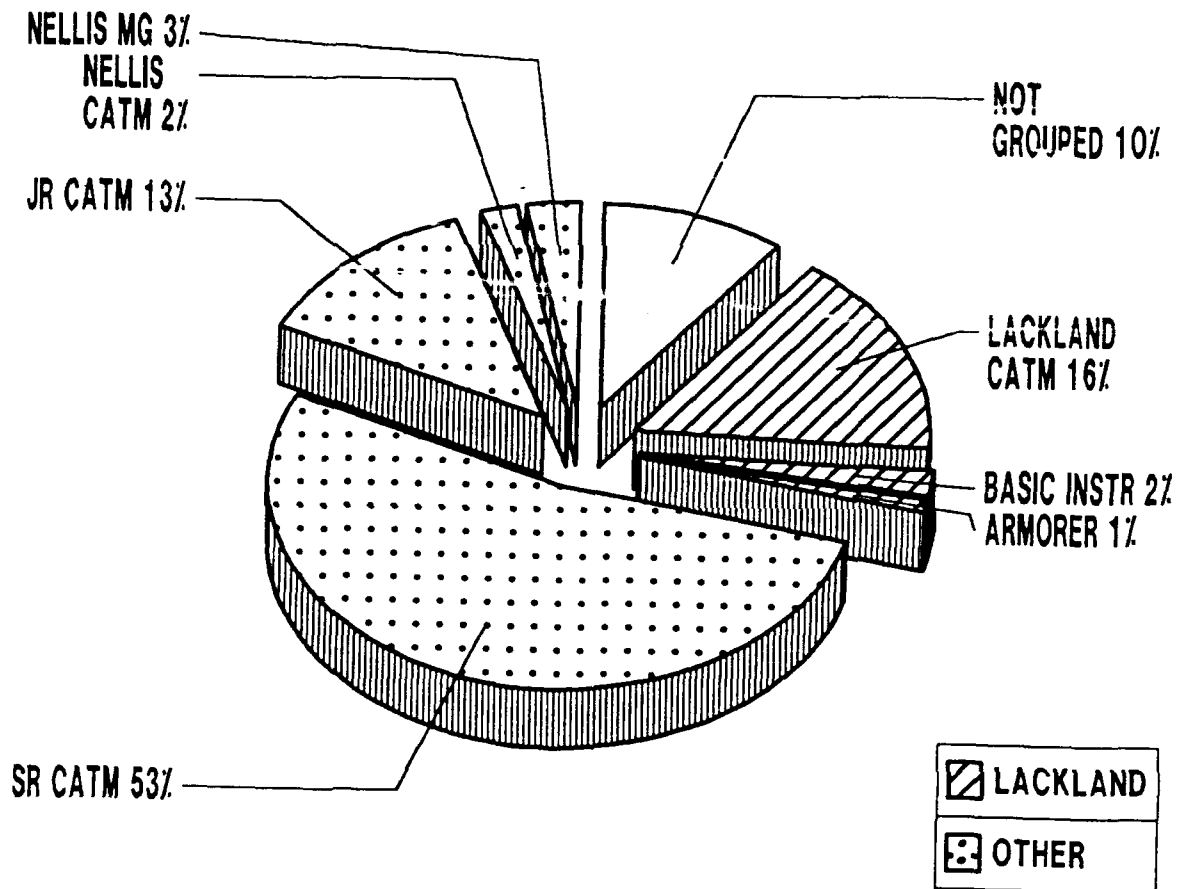


FIGURE 2

TABLE 24  
RELATIVE PERCENT OF TIME SPENT ACROSS DUTIES BY  
LACKLAND FIRST-ENLISTMENT AFSC 753X0 PERSONNEL

<u>DUTIES</u>	<u>PERCENT MEMBERS PERFORMING (N=37)</u>
A ORGANIZING AND PLANNING	3
B DIRECTING AND IMPLEMENTING	2
C INSPECTING AND EVALUATING	*
D MANAGING GROUND WEAPONS TRAINING AND MAINTAINING INSTRUCTOR QUALIFICATION	6
E PERFORMING ADMINISTRATIVE FUNCTIONS	10
F INSPECTING, REPAIRING, OR MAINTAINING GROUND WEAPONS	32
G CONTROLLING AND OPERATING FIRING RANGES AND WEAPON STORAGE FACILITIES	29
H INSTRUCTING GROUND WEAPONS SKILLS	18

\* Denotes less than 1 percent

TABLE 25

REPRESENTATIVE TASKS PERFORMED BY LACKLAND  
FIRST-ENLISTMENT 753X0 PERSONNEL

TASKS	PERCENT MEMBERS PERFORMING (N=37)
F244 CLEAR RIFLES, M16 SERIES	81
H469 CONDUCT RIFLE CLASSROOM TRAINING, M16 SERIES	78
G434 TRANSPORT WEAPONS	78
G382 GUARD AMMUNITION OR WEAPONS	76
D119 FIRE RIFLES FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	76
H475 CONDUCT SEMI-AUTOMATIC PISTOL CLASSROOM TRAINING	76
F361 VISUALLY INSPECT RIFLES, M16 SERIES	73
H493 PREPARE CLASSROOMS FOR INSTRUCTION	73
H477 CONDUCT SEMI-AUTOMATIC PISTOL LIVE FIRE TRAINING	73
F230 CLEAN RIFLES, M16 SERIES	73
G433 TRANSPORT AMMUNITION OR AMMUNITION RESIDUE	70
G370 CONDUCT RANGE CLEANUP	70
G373 CONSTRUCT TARGET FRAMES	70
F287 FUNCTION CHECK RIFLES, M16 SERIES	70
G406 MAINTAIN TARGET LINES	70
H438 COACH TRAINEE WEAPONS FUNDAMENTALS	68
H473 CONDUCT RIFLE LIVE FIRE TRAINING, M16 SERIES	68
F246 CLEAR SEMI-AUTOMATIC PISTOLS	68
F363 VISUALLY INSPECT SEMI-AUTOMATIC PISTOLS	68
F315 LUBRICATE RIFLES, M16 SERIES	68
F273 FIELD STRIP RIFLES, M16 SERIES	68
D120 FIRE SEMI-AUTOMATIC PISTOLS FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	65
E149 INITIATE OR COMPLETE AF FORMS 522 (GROUNDS WEAPONS TRAINING DATA AND USAF FIREARMS QUALIFICATION)	62
H471 CONDUCT RIFLE DRY FIRE TRAINING, M16 SERIES	62
G367 BRIEF RANGE SAFETY RULES	62
G424 REFACE TARGETS	62
G417 PERFORM GROUNDS MAINTENANCE	59
G421 PERFORM SELF-HELP FACILITY IMPROVEMENT PROJECTS, SUCH AS CONSTRUCTING, PAINTING, OR SOUNDPROOFING	59
E153 INITIATE OR COMPLETE AF FORMS 710 (GROUND WEAPONS TRAINING RECORD)	57
G397 ISSUE AMMUNITION	51
G398 ISSUE WEAPONS	49

TABLE 26  
WEAPONS TAUGHT BY FIRST-ENLISTMENT CATM PERSONNEL

WEAPON	PERCENT TEACHING	
	LACKLAND (N=37)	OTHER (N=117)
M203 GRENADE LAUNCHER	49%	90%
M79 GRENADE LAUNCHER	0	43%
XM148 GRENADE LAUNCHER	8%	26%
MK19 40mm GRENADE MACHINE GUN	0	22%
M72 ANTITANK WEAPONS	0	9%
35mm ANTITANK WEAPONS	0	14%
M2 .50 CAL MACHINE GUN	0	9%
M60 MACHINE GUN	49%	90%
M249 5.56 MACHINE GUN	3%	1%
M29 MORTAR	0	3%
M1911 .45 PISTOL	3%	25%
M9 9mm PISTOL	78%	85%
M15 REVOLVER	11%	84%
M14 (SMUD)	0	14%
M16	78%	93%
M16 5.56 CONVERSION	5%	12%
M12 SHOTGUN	0	32%
M870 SHOTGUN	5%	80%
9mm UZI	0	17%
9mm MP5 SUB MACHINE GUN	0	9%

TABLE 27

RELATIVE PERCENT OF TIME SPENT ACROSS DUTIES BY  
OTHER FIRST-ENLISTMENT AFSC 753X0 PERSONNEL

TASKS	PERCENT MEMBERS PERFORMING (N=117)
A ORGANIZING AND PLANNING	*
B DIRECTING AND IMPLEMENTING	1
C INSPECTING AND EVALUATING	*
D MANAGING GROUND WEAPONS TRAINING AND MAINTAINING INSTRUCTOR QUALIFICATION	6
E PERFORMING ADMINISTRATIVE FUNCTIONS	10
F INSPECTING, REPAIRING, OR MAINTAINING GROUND WEAPONS	42
G CONTROLLING AND OPERATING FIRING RANGES AND WEAPON STORAGE FACILITIES	22
H INSTRUCTING GROUND WEAPONS SKILLS	19

\* Denotes less than 1 percent

TABLE 28

REPRESENTATIVE TASKS PERFORMED BY OTHER  
FIRST-ENLISTMENT 753X0 PERSONNEL

TASKS	PERCENT MEMBERS PERFORMING (N=117)
F244 CLEAR RIFLES, M16 SERIES	92
F230 CLEAN RIFLES, M16 SERIES	92
E153 INITIATE OR COMPLETE AF FORMS 710 (GROUND WEAPONS TRAINING RECORD)	91
G370 CONDUCT RANGE CLEANUP	91
F361 VISUALLY INSPECT RIFLES, M16 SERIES	91
D120 FIRE SEMI-AUTOMATIC PISTOLS FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	91
G367 BRIEF RANGE SAFETY RULES	90
G382 GUARD AMMUNITION OR WEAPONS	90
F331 PHYSICALLY INSPECT RIFLES, M16 SERIES	90
F246 CLEAR SEMI-AUTOMATIC PISTOLS	90
F363 VISUALLY INSPECT SEMI-AUTOMATIC PISTOLS	90
H469 CONDUCT RIFLE CLASSROOM TRAINING, M16 SERIES	89
H438 COACH TRAINEE WEAPONS FUNDAMENTALS	89
H493 PREPARE CLASSROOMS FOR INSTRUCTION	89
F287 FUNCTION CHECK RIFLES, M16 SERIES	89
F211 ALIGN OR ADJUST PARTS ON RIFLES, M16 SERIES	89
D119 FIRE RIFLES FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	89
D111 FIRE GRENADE LAUNCHERS FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	89
F259 DETAIL STRIP RIFLES, M16 SERIES	89
F289 FUNCTION CHECK SEMI-AUTOMATIC PISTOLS	87
F232 CLEAN SEMI-AUTOMATIC PISTOLS	87
F273 FIELD STRIP RIFLES, M16 SERIES	86
G434 TRANSPORT WEAPONS	85
F275 FIELD STRIP SEMI-AUTOMATIC PISTOLS	85
G398 ISSUE WEAPONS	84
G424 REFACE TARGETS	84
F345 REPLACE UNSERVICEABLE PARTS ON RIFLES, M16 SERIES	84
H471 CONDUCT RIFLE DRY FIRE TRAINING, M16 SERIES	83
H473 CONDUCT RIFLE LIVE FIRE TRAINING, M16 SERIES	82
G397 ISSUE AMMUNITION	82
G396 INVENTORY WEAPONS	81
E149 INITIATE OR COMPLETE AF FORMS 522 (GROUNDS WEAPONS TRAINING DATA AND USAF FIREARMS QUALIFICATION)	80
H468 CONDUCT REVOLVER LIVE FIRE TRAINING	80
G429 SECURE WEAPONS IN STORAGE FACILITIES	75

TABLE 29

EQUIPMENT ITEMS USED BY MORE THAN 30 PERCENT OF  
OTHER FIRST-ENLISTMENT AFSC 753X0 PERSONNEL

<u>EQUIPMENT ITEMS</u>	<u>PERCENT MEMBERS USING (N=117)</u>
BARREL REMOVER FIXTURES	62
BENCH VICES	80
BREAKER BARS	50
CENTER PUNCHES	84
DEPTH GAUGES	38
DRIFT PUNCHES	60
FEELER GAUGES	57
HONER STONES	42
M16 FIRING PIN PROTRUSION GAUGES	42
M15 HEADSPACE GAUGES	42
M16 BARREL NUT ALIGNING ROD	50
M16 CHAMBER REFLECTOR TOOLS	52
M16 COMBINATION WRENCHES	73
M16 EXPANDER PLIERS	52
M16 GO/NO GO GAUGES	65
M16 MUZZLE EROSION GAUGES	79
M16 PIN ALIGNMENT GAUGES	48
M16 RIFLE BARREL EROSION GAUGES	87
M16 RIFLE BARREL STRAIGHTNESS GAUGES	79
M16 RIFLE FIRING PIN PROTRUSION GAUGES	86
M16 RIFLE HEADSPACE GAUGES	87
M16 RIFLE SIGHT ADJUSTMENT TOOLS	50
M203 GAUGES	57
M203 WRENCHES	43
M60 BARREL EROSION GAUGES	57
M60 COMBINATION WRENCHES	70
M60 FIELD TEST BOLTS/GAUGES	51
M60 FIRING PIN HOLE GAUGES	56
M60 FIRING PIN PROTRUSION GAUGES	68
M60 HEAD SPACE GAUGES	71
60 EXTRACTOR - EJECTOR REMOVAL TOOL	50
TRIGGER PULL GAUGES/WEIGHTS	76



and TE and TD ratings for each matched task. This listing is included in the Training Extract sent to the school for review. Criteria set forth in AFR 8-13, AFR 8-13/ATC Supplement 1 (Attachment 1, paragraph A1-3c(4)), and ATCR 52-22, Attachment 1, were used to review the relevance of each STS element that had inventory tasks matched to it.

AFSC 753X0 STS. Paragraphs 1 through 4, 13, and 14 deal with general topics of career ladder progression, security, graduate evaluation, AFOSH, supervision, and training, and were not reviewed. Technical aspects of the career ladder are included in paragraphs 5 through 12, which includes 240 individual line items, 142 of which have tasks matched. The STS line items were reviewed using percentages of all AFSC 753X0 respondents.

Using AFR 8-13 criteria and percentages of all AFSC 753X0 respondents, all matched line items are supported by survey data, meaning tasks matched to these line items are performed by more than 20 percent of all first-job, first-enlistment, 5-, or 7-skill level members.

There are a number of technical tasks performed by more than 20 percent of all respondents that are not matched to STS elements (see Table 30). These tasks were reviewed to determine if they deal with a particular function. Most deal with aligning or adjusting parts and function checking various weapons and appear to relate to line items covering Instructing Mechanical Training of various weapons.

#### Plan of Instruction

The same 3420 TCHTG personnel matched inventory tasks to learning objectives of the skill-level awarding Plan of Instruction (POI), dated April 1990. A computer product was created for the POI listing each learning objective, tasks matched, percent first-job and first-enlistment members performing, and TD ratings. Learning objectives with tasks matched were reviewed using criteria found in ATCR 52-22, Attachment 1 (February 1989). Any objective matched to tasks performed by 30 percent or more first-job or first-enlistment members is considered supported and should be part of the skill-level awarding course.

ABR57330 POI. Block I Unit I of the course covers general introductory information and was not reviewed. The rest of Blocks I and II includes 62 technical learning objectives, most of which are taught to the knowledge level, which only requires students to identify functions, principles, or procedures. All objectives taught to the performance level are supported by survey data.

There are several tasks not matched to POI objectives performed by more than 30 percent of all first-job and first-enlistment respondents that have high TE and TD (Table 31). Again, most unmatched tasks deal with aligning or adjusting parts, detail and field stripping various weapons, and function-checking weapons--functions generally done by more experienced CATM personnel.

TABLE 30

SAMPLE OF TECHNICAL TASKS PERFORMED BY MORE THAN 20 PERCENT  
ALL CRITERION GROUP MEMBERS NOT MATCHED TO AFSC 753X0 STS

TASKS	TNG EMPH	MEMBERS PERFORMING				TASK DIFF	ATI
		1ST JOB	1ST ENL	5- LVL	7- LVL		
F202 ALIGN OR ADJUST PARTS ON GRENADE LAUNCHERS	5.71	63	63	64	64	5.64	18
F205 ALIGN OR ADJUST PARTS ON MACHINE GUNS, OTHER THAN SUBMACHINE GUNS	5.04	56	60	62	54	5.85	18
F210 ALIGN OR ADJUST PARTS ON REVOLVERS	5.33	55	61	60	57	5.84	18
F211 ALIGN OR ADJUST PARTS ON RIFLES, M16 SERIES	6.75	78	79	78	74	5.40	18
F213 ALIGN OR ADJUST PARTS ON SEMI-AUTOMATIC PISTOLS	6.44	69	66	66	67	5.53	18
F214 ALIGN OR ADJUST PARTS ON SHOTGUNS	6.08	55	56	61	64	5.53	18
F278 FUNCTION CHECK GRENADE LAUNCHERS	6.17	69	73	77	70	3.80	18
F286 FUNCTION CHECK REVOLVERS	6.02	61	65	72	72	3.93	18
F287 FUNCTION CHECK RIFLES, M16 SERIES	6.63	88	84	89	77	4.00	18
F289 FUNCTION CHECK SEMI-AUTOMATIC PISTOLS	6.40	83	82	87	79	4.07	18
F290 FUNCTION CHECK SHOTGUNS	6.44	64	62	68	70	3.88	18
F345 REPLACE UNSERVICEABLE PARTS ON RIFLES, M16 SERIES	6.08	70	66	68	68	5.30	18
F347 REPLACE UNSERVICEABLE PARTS ON SEMI-AUTOMATIC PISTOLS	5.81	63	58	64	65	5.62	18
F348 REPLACE UNSERVICEABLE PARTS ON SHOTGUNS	5.63	52	51	57	57	5.33	18
F350 TAG WEAPONS FOR SERVICEABILITY OR UNSERVICEABILITY	5.42	75	77	78	69	3.77	18

TE Mean = 2.97 S.D. = 1.85  
TD Mean = 5.00 S.D. = 1.00

TABLE 31

SAMPLE OF TECHNICAL TASKS PERFORMED BY MORE THAN 30 PERCENT  
ALL CRITERION GROUP MEMBERS NOT MATCHED TO 3ABR75330 POI

TASKS NOT REFERENCED	MEMBERS PERFORMING				PERCENT
	TNG EMPH	1ST JOB	1ST ENL	TASK DIFF	
D118 FIRE REVOLVERS FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	6.21	72	72	4.60	18
D119 FIRE RIFLES FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	6.75	86	86	4.60	18
D120 FIRE SEMI-AUTOMATIC PISTOLS FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY					
D121 FIRE SHOTGUNS FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	6.90	88	84	4.72	18
E149 INITIATE OR COMPLETE AF FORMS 522 (GROUNDS WEAPONS TRAINING DATA AND USAF FIREARMS QUALIFICATION)	6.50	67	66	3.95	18
E153 INITIATE OR COMPLETE AF FORMS 710 (GROUND WEAPONS TRAINING RECORD)	6.50	73	76	4.10	18
F202 ALIGN OR ADJUST PARTS ON GRENADE LAUNCHERS	6.92	86	82	4.29	18
F205 ALIGN OR ADJUST PARTS ON MACHINE GUNS, OTHER THAN SUBMACHINE GUNS	5.71	63	63	5.64	18
F210 ALIGN OR ADJUST PARTS ON REVOLVERS	5.04	56	60	5.85	18
F211 ALIGN OR ADJUST PARTS ON RIFLES, M16 SERIES	5.33	55	61	5.84	18
F213 ALIGN OR ADJUST PARTS ON SEMI-AUTOMATIC PISTOLS	6.75	78	79	5.40	18
F214 ALIGN OR ADJUST PARTS ON SHOTGUNS	6.44	69	66	5.71	18
F229 CLEAN REVOLVERS	6.08	55	56	5.53	18
F253 DETAIL STRIP MACHINE GUNS, OTHER THAN SUBMACHINE GUNS	5.63	64	69	3.62	18
F267 FIELD STRIP MACHINE GUNS, OTHER THAN SUBMACHINE GUNS	5.15	56	55	6.11	18
F272 FIELD STRIP REVOLVERS	5.58	63	66	4.95	18
F278 FUNCTION CHECK GRENADE LAUNCHERS	5.60	44	54	3.86	18
F286 FUNCTION CHECK REVOLVERS	6.17	69	73	3.80	18
F287 FUNCTION CHECK RIFLES, M16 SERIES	6.02	61	65	3.93	18
F289 FUNCTION CHECK SEMI-AUTOMATIC PISTOLS	6.63	88	84	4.00	18
F290 FUNCTION CHECK SHOTGUNS	6.40	83	82	4.07	18
F301 FUNCTION FIRE RIFLES, M16 SERIES	6.44	64	62	3.88	18
F303 FUNCTION FIRE SEMI-AUTOMATIC PISTOLS	5.27	50	56	3.72	18
	5.21	50	51	3.65	18

TE Mean = 2.97 S.D. = 1.85  
TD Mean = 5.00 S.D. = 1.00

### Summary

Both the STS and POI are well supported by survey data, with all matched line items and learning objectives matched to tasks performed by more than the required percentages of criterion group members.

## JOB SATISFACTION

Respondents were asked to indicate how interested they are in their jobs, if they feel their talents and training are being used, and if they intend to reenlist. Satisfaction indicators for TAFMS groups at Lackland AFB and other bases in the present study were compared to those of TAFMS members of similar AFSCs surveyed in 1990 (Table 32). CATM personnel at Lackland AFB have lower overall indicators than members at other bases and their counterparts in related AFSCs. First-enlistment AFSC 753X0 personnel at the other bases have higher indicators than their counterparts in related AFSCs. It is interesting to note that, while first-enlistment CATM personnel at Lackland AFB have the lowest satisfaction indicators, a higher percentage than any other group plan to reenlist. Also, a higher percentage of career CATM members plan to retire from Lackland AFB.

Satisfaction indicators for TAFMS groups in the present study were compared to satisfaction data collected in the 1985 survey of the career ladder (see Table 33). Again, the Lackland AFB TAFMS group members in the current study have the lowest overall indicators, while first-enlistment members at other bases have noticeably higher overall indicators.

Satisfaction indicators for members with the various jobs are shown in Tables 34 and 35. As noted before, overall Lackland AFB satisfaction indicators are lower than those for CATM personnel at other bases. AFSC 753X0 personnel with the Basic Trainee and Armorer job have the lowest overall satisfaction, while those with the Mortar Instructor job have the highest.

Overall indicators for CATM personnel at other bases are relatively high, with more Nellis AFB Machine Gun Instructors and Action Officers indicating they enjoy their jobs and feel their talents are being used.

### Summary

Overall satisfaction of AFSC 753X0 personnel at Lackland AFB is lower than that of members at other bases and of similar AFSCs surveyed in 1990, but has remained somewhat stable over the last 6 years. Members with the Lackland AFB Basic Instructor and Armorer jobs have the lowest overall indicators. Lackland AFB Mortar Instructors, Nellis Machine Gun Instructors, and Action Officers have the highest indicators.

TABLE 32

COMPARISON OF JOB SATISFACTION INDICATORS FOR 753X0 TAFMS GROUPS  
IN CURRENT STUDY TO A COMPARATIVE SAMPLE  
(PERCENT MEMBERS RESPONDING)

	1-48 MONTHS TAFMS			49-96 MONTHS TAFMS			97+ MONTHS TAFMS		
	LACK- LAND (N=37)	OTHER (N=117)	COMP SAMPLE (N=424)	LACK- LAND (N=38)	OTHER (N=103)	COMP SAMPLE (N=495)	LACK- LAND (N=60)	OTHER (N=234)	COMP SAMPLE (N=934)
<u>EXPRESSED JOB INTEREST:</u>									
INTERESTING	68	86	73	61	75	80	62	82	84
SO-SO	22	10	16	21	15	12	17	12	8
DULL	10	3	11	18	11	8	20	6	8
<u>PERCEIVED USE OF TALENTS:</u>									
FAIRLY WELL TO GOOD	73	91	76	68	86	83	67	89	85
LITTLE OR NOT AT ALL	27	9	24	32	14	17	33	11	15
<u>PERCEIVED USE OF TRAINING:</u>									
FAIRLY WELL TO GOOD	73	95	76	61	89	72	67	92	73
LITTLE OR NOT AT ALL	27	5	24	39	1	28	33	8	27
<u>REENLISTMENT INTENTIONS:</u>									
WILL REENLIST	89	68	49	84	80	70	65	74	72
WILL NOT REENLIST	11	32	52	16	19	29	7	7	10
WILL RETIRE	0	0	*	0	1	*	28	18	18

\* Denotes less than 1 percent

Comparative data are from AFSCs 231X3 and 631X0 surveyed in 1990

TABLE 33

COMPARISON OF JOB SATISFACTION INDICATORS FOR AFSC 753X0  
TAFMS GROUPS IN CURRENT AND PREVIOUS STUDY  
(PERCENT MEMBERS RESPONDING)

	1-48 MONTHS TAFMS			49-96 MONTHS TAFMS			97+ MONTHS TAFMS		
	LACK- LAND (N=37)	OTHER (N=117)	1985 (N=248)	LACK- LAND (N=38)	OTHER (N=103)	1985 (N=161)	LACK- LAND (N=60)	OTHER (N=234)	1985 (N=251)
<u>EXPRESSED JOB INTEREST:</u>									
INTERESTING	68	86	73	61	75	79	62	82	79
SO-SO	22	10	16	21	15	12	17	12	10
DULL	10	3	11	18	11	9	20	6	11
<u>PERCEIVED USE OF TALENTS:</u>									
FAIRLY WELL TO GOOD	73	91	73	68	86	83	67	89	82
LITTLE OR NOT AT ALL	27	9	27	32	14	17	33	11	18
<u>PERCEIVED USE OF TRAINING:</u>									
FAIRLY WELL TO GOOD	73	95	86	61	89	87	67	92	80
LITTLE OR NOT AT ALL	27	5	14	39	11	13	33	8	20
<u>REENLISTMENT INTENTIONS:</u>									
WILL REENLIST	89	68	69	84	80	86	65	74	78
WILL NOT REENLIST	11	32	30	16	19	14	7	7	4
WILL RETIRE	0	0	*	0	1	0	28	18	18

\* Denotes less than 1 percent

TABLE 34

COMPARISON OF JOB SATISFACTION INDICATORS FOR  
AFSC 753X0 RESPONDENTS AT LACKLAND AFB  
(PERCENT MEMBERS RESPONDING)

	CATM INSTRUCTOR (N=60)	BASIC INSTRUCTOR (N=7)	M60 INSTRUCTOR (N=8)	MORTAR INSTRUCTOR (N=6)	ARMORER (N=11)	NCOIC (N=8)
<u>EXPRESSED JOB INTEREST:</u>						
INTERESTING	68	43	50	83	45	88
SO-SO	18	14	25	17	36	0
DULL	13	43	25	0	9	13
<u>PERCEIVED USE OF TALENTS:</u>						
FAIRLY WELL TO GOOD	77	57	63	100	45	87
LITTLE OR NOT AT ALL	23	43	37	0	55	13
<u>PERCEIVED USE OF TRAINING:</u>						
FAIRLY WELL TO GOOD	70	57	63	100	36	88
LITTLE TO NOT AT ALL	30	43	37	0	55	12
<u>REENLISTMENT INTENTIONS:</u>						
WILL REENLIST	83	100	75	67	82	38
WILL NOT REENLIST	8	0	0	0	18	12
WILL RETIRE	7	0	25	33	0	50

TABLE 35

COMPARISON OF JOB SATISFACTION INDICATORS FOR  
AFSC 753X0 RESPONDENTS AT OTHER BASES  
(PERCENT MEMBERS RESPONDING)

	SR CATM INSTRUCTOR (N=240)	JR CATM INSTRUCTOR (N=38)	NCOIC (N=109)	NELLIS CATM (N=7)	NELLIS M.G. (N=6)	SUPT (N=11)	ACTION OFFICER (N=8)
<u>EXPRESSED JOB INTEREST:</u>							
INTERESTING	77	82	85	86	100	100	100
SO-SO	16	5	10	0	0	0	0
DULL	7	13	5	14	0	0	0
<u>PERCEIVED USE OF TALENTS:</u>							
FAIRLY WELL TO GOOD	88	76	92	71	100	82	100
LITTLE OR NOT AT ALL	12	21	8	29	0	18	0
<u>PERCEIVED USE OF TRAINING:</u>							
FAIRLY WELL TO GOOD	94	87	94	85	100	100	62
LITTLE TO NOT AT ALL	6	13	6	15	0	0	38
<u>REENLISTMENT INTENTIONS:</u>							
WILL REENLIST	78	61	72	57	100	73	88
WILL NOT REENLIST	17	36	7	43	0	0	12
WILL RETIRE	5	3	21	0	0	27	0



## IMPLICATIONS

Overall, there has been no change in the structure of the career ladder over the last 5 years. Personnel progress typically through the career ladder, with 3- and 5-skill level members performing the general CATM tasks, 7-skill level members performing a mixture of technical and supervisory functions, and 9-skill level and CEM code members performing more career ladder management tasks. Survey data also show AFR 39-1 Specialty Descriptions accurately reflect functions and tasks performed by members of the career ladder.

Job satisfaction indicators for Lackland AFB CATM personnel are somewhat lower than those of related AFSCs surveyed in 1990. Overall satisfaction has remained stable over the years. Members in jobs at bases other than Lackland AFB report they find their jobs interesting and feel their talents and training are used, while those with the Lackland AFB Basic Instructor and Lackland Armorer jobs have the lowest satisfaction indicators.

Even though the STS and POI are supported, school personnel need to review both documents and accompanying survey data.

APPENDIX A  
SELECTED REPRESENTATIVE TASKS PERFORMED BY  
MEMBERS OF CAREER LADDER JOBS

TABLE A1  
LACKLAND CATM INSTRUCTOR  
(STG038)

NUMBER IN GROUP: 60

AVERAGE TIME IN JOB: 38 MONTHS

PERCENT OF SAMPLE: 10%

AVERAGE TAFMS: 80 MONTHS

THE FOLLOWING TASKS ARE IN DESCENDING ORDER OF PERCENT MEMBERS PERFORMING

<u>TASKS</u>	<u>PERCENT MEMBERS PERFORMING</u>
H469 CONDUCT RIFLE CLASSROOM TRAINING, M16 SERIES	98
F244 CLEAR RIFLES, M16 SERIES	97
F287 FUNCTION CHECK RIFLES, M16 SERIES	97
H475 CONDUCT SEMI-AUTOMATIC PISTOL CLASSROOM TRAINING	97
F361 VISUALLY INSPECT RIFLES, M16 SERIES	95
H477 CONDUCT SEMI-AUTOMATIC PISTOL LIVE FIRE TRAINING	95
D119 FIRE RIFLES FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	95
G382 GUARD AMMUNITION OR WEAPONS	92
G434 TRANSPORT WEAPONS	92
F363 VISUALLY INSPECT SEMI-AUTOMATIC PISTOLS	92
F289 FUNCTION CHECK SEMI-AUTOMATIC PISTOLS	92
F315 LUBRICATE RIFLES, M16 SERIES	92
H493 PREPARE CLASSROOMS FOR INSTRUCTION	90
F246 CLEAR SEMI-AUTOMATIC PISTOLS	90
F317 LUBRICATE SEMI-AUTOMATIC PISTOLS	90
E153 INITIATE OR COMPLETE AF FORMS 710 (GROUND WEAPONS TRAINING RECORD)	90
H473 CONDUCT RIFLE LIVE FIRE TRAINING, M16 SERIES	86
E149 INITIATE OR COMPLETE AF FORMS 522 (GROUNDS WEAPONS TRAINING DATA AND USAF FIREARMS QUALIFICATION)	88
G367 BRIEF RANGE SAFETY RULES	88
F273 FIELD STRIP RIFLES, M16 SERIES	88
D120 FIRE SEMI-AUTOMATIC PISTOLS FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	88
H438 COACH TRAINEE WEAPONS FUNDAMENTALS	87
G370 CONDUCT RANGE CLEANUP	87
G417 PERFORM GROUNDS MAINTENANCE	87
F275 FIELD STRIP SEMI-AUTOMATIC PISTOLS	87
G373 CONSTRUCT TARGET FRAMES	83
H471 CONDUCT RIFLE DRY FIRE TRAINING, M16 SERIES	82
G431 SUPERVISE RANGE CLEANUP	82
H476 CONDUCT SEMI-AUTOMATIC PISTOL DRY FIRE TRAINING	80
G433 TRANSPORT AMMUNITION OR AMMUNITION RESIDUE	77
G406 MAINTAIN TARGET LINES	77

TABLE A2

LACKLAND RANGE OPERATIONS JOB  
(STG036)

NUMBER IN GROUP: 7

AVERAGE TIME IN JOB: 36 MONTHS

PERCENT OF SAMPLE: 1%

AVERAGE TAFMS: 71 MONTHS

THE FOLLOWING TASKS ARE IN DESCENDING ORDER OF PERCENT MEMBERS PERFORMING

TASKS	PERCENT MEMBERS PERFORMING
H438 COACH TRAINEE WEAPONS FUNDAMENTALS	100
H493 PREPARE CLASSROOMS FOR INSTRUCTION	87
H469 CONDUCT RIFLE CLASSROOM TRAINING, M16 SERIES	86
G434 TRANSPORT WEAPONS	86
G424 REFACE TARGETS	86
G406 MAINTAIN TARGET LINES	86
F244 CLEAR RIFLES, M16 SERIES	71
G433 TRANSPORT AMMUNITION OR AMMUNITION RESIDUE	71
G428 SECURE RANGE EQUIPMENT OR FACILITIES	71
G417 PERFORM GROUNDS MAINTENANCE	71
G367 BRIEF RANGE SAFETY RULES	71
D119 FIRE RIFLES FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	71
H473 CONDUCT RIFLE LIVE FIRE TRAINING, M16 SERIES	57
H471 CONDUCT RIFLE DRY FIRE TRAINING, M16 SERIES	57
F361 VISUALLY INSPECT RIFLES, M16 SERIES	57
H494 PREPARE LESSON PLANS	57
G373 CONSTRUCT TARGET FRAMES	57
D120 FIRE SEMI-AUTOMATIC PISTOLS FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	57
G421 PERFORM SELF-HELP FACILITY IMPROVEMENT PROJECTS, SUCH AS CONSTRUCTING, PAINTING, OR SOUNDPROOFING	57
H476 CONDUCT SEMI-AUTOMATIC PISTOL DRY FIRE TRAINING	57
G382 GUARD AMMUNITION OR WEAPONS	43
E149 INITIATE OR COMPLETE AF FORMS 522 (GROUNDS WEAPONS TRAINING DATA AND USAF FIREARMS QUALIFICATION)	43
F211 ALIGN OR ADJUST PARTS ON RIFLES, M16 SERIES	43
G391 INSPECT TRANSPORT VEHICLES FOR COMPLIANCE WITH EXPLOSIVES SAFETY DIRECTIVES	43
G370 CONDUCT RANGE CLEANUP	43
F246 CLEAR SEMI-AUTOMATIC PISTOLS	43
G397 ISSUE AMMUNITION	29
G398 ISSUE WEAPONS	29
G393 INSTALL TARGETS	29

TABLE A3  
LACKLAND MACHINE GUN INSTRUCTOR  
(STG044)

NUMBER IN GROUP: 8

AVERAGE TIME IN JOB: 39 MONTHS

PERCENT OF SAMPLE: 1%

AVERAGE TAFMS: 157 MONTHS

THE FOLLOWING TASKS ARE IN DESCENDING ORDER OF PERCENT MEMBERS PERFORMING

TASKS	PERCENT MEMBERS PERFORMING
H457 CONDUCT MACHINE GUN (OTHER THAN SUBMACHINE GUN) LIVE FIRE TRAINING	100
H455 CONDUCT MACHINE GUN (OTHER THAN SUBMACHINE GUN) CLASSROOM TRAINING	100
F224 CLEAN MACHINE GUNS, OTHER THAN SUBMACHINE GUNS	100
F238 CLEAR MACHINE GUNS, OTHER THAN SUBMACHINE GUNS	100
G433 TRANSPORT AMMUNITION OR AMMUNITION RESIDUE	100
G434 TRANSPORT WEAPONS	100
F355 VISUALLY INSPECT MACHINE GUNS, OTHER THAN SUBMACHINE GUNS	100
G382 GUARD AMMUNITION OR WEAPONS	100
G367 BRIEF RANGE SAFETY RULES	100
D114 FIRE MACHINE GUNS (OTHER THAN SUBMACHINE GUNS) FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	100
H488 EVALUATE TRAINEES' PERFORMANCE	88
F281 FUNCTION CHECK MACHINE GUNS, OTHER THAN SUBMACHINE GUNS	88
H438 COACH TRAINEE WEAPONS FUNDAMENTALS	88
F267 FIELD STRIP MACHINE GUNS, OTHER THAN SUBMACHINE GUNS	88
F253 DETAIL STRIP MACHINE GUNS, OTHER THAN SUBMACHINE GUNS	88
F325 PHYSICALLY INSPECT MACHINE GUNS, OTHER THAN SUBMACHINE GUNS	88
H493 PREPARE CLASSROOMS FOR INSTRUCTION	88
F309 LUBRICATE MACHINE GUNS, OTHER THAN SUBMACHINE GUNS	88
G370 CONDUCT RANGE CLEANUP	88
G397 ISSUE AMMUNITION	88
H494 PREPARE LESSON PLANS	75
H485 CONDUCT TECHNIQUES OF FIRE TRAINING	75
G398 ISSUE WEAPONS	75
G431 SUPERVISE RANGE CLEANUP	75
G424 REFACE TARGETS	75
H456 CONDUCT MACHINE GUN (OTHER THAN SUBMACHINE GUN) DRY FIRE TRAINING	63
H492 OPERATE TRAINING AIDS	63
G418 PERFORM OPERATOR MAINTENANCE ON RANGE POWER EQUIPMENT, SUCH AS MOWERS, WEED EATERS, OR AUGERS	63
H435 ADMINISTER PERFORMANCE TESTS	50

TABLE A4

LACKLAND MORTAR AND 40mm MACHINE GUN INSTRUCTOR  
(STGO43)

NUMBER IN GROUP: 6

AVERAGE TIME IN JOB: 46 MONTHS

PERCENT OF SAMPLE: 1%

AVERAGE TAFMS: 159 MONTHS

THE FOLLOWING TASKS ARE IN DESCENDING ORDER OF PERCENT MEMBERS PERFORMING

TASKS	PERCENT MEMBERS PERFORMING
D115 FIRE MORTARS FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	100
E161 INVENTORY TOOLS OR EQUIPMENT	100
D114 FIRE MACHINE GUNS (OTHER THAN SUBMACHINE GUNS) FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	100
H491 OPERATE SPECIALIZED VEHICLES	100
H460 CONDUCT MORTAR DRY FIRE TRAINING	100
H438 COACH TRAINEE WEAPONS FUNDAMENTALS	100
G382 GUARD AMMUNITION OR WEAPONS	100
D120 FIRE SEMI-AUTOMATIC PISTOLS FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	100
H435 ADMINISTER PERFORMANCE TESTS	100
H494 PREPARE LESSON PLANS	100
F310 LUBRICATE MORTARS	83
F323 PHYSICALLY INSPECT GRENADE MACHINE GUNS (40mm)	83
F326 PHYSICALLY INSPECT MORTARS	83
F222 CLEAN GRENADE MACHINE GUNS (40mm)	83
F236 CLEAR GRENADE MACHINE GUNS (40mm)	83
F239 CLEAR MORTARS	83
F265 FIELD STRIP GRENADE MACHINE GUNS (40mm)	83
F279 FUNCTION CHECK GRENADE MACHINE GUNS (40mm)	83
F282 FUNCTION CHECK MORTARS	83
F307 LUBRICATE GRENADE MACHINE GUNS (40mm)	83
F225 CLEAN MORTARS	83
F356 VISUALLY INSPECT MORTARS	83
H461 CONDUCT MORTAR LIVE FIRE TRAINING	83
D119 FIRE RIFLES FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	83
H462 CONDUCT NIGHT FIRE TRAINING	83
H459 CONDUCT MORTAR CLASSROOM TRAINING	83
H456 CONDUCT MACHINE GUN (OTHER THAN SUBMACHINE GUN) DRY FIRE TRAINING	83
H455 CONDUCT MACHINE GUN (OTHER THAN SUBMACHINE GUN) CLASSROOM TRAINING	83
H449 CONDUCT GRENADE MACHINE GUN (40mm) DRY FIRE TRAINING	83
H448 CONDUCT GRENADE MACHINE GUN (40mm) CLASSROOM TRAINING	83

TABLE A5  
LACKLAND ARMORER  
(STG034)

NUMBER IN GROUP: 11

AVERAGE TIME IN JOB: 28 MONTHS

PERCENT OF SAMPLE: 2%

AVERAGE TAFMS: 96 MONTHS

THE FOLLOWING TASKS ARE IN DESCENDING ORDER OF PERCENT MEMBERS PERFORMING

<u>TASKS</u>	<u>PERCENT MEMBERS PERFORMING</u>
G396 INVENTORY WEAPONS	100
G398 ISSUE WEAPONS	100
G397 ISSUE AMMUNITION	100
E131 CHANGE LOCK COMBINATIONS	100
G382 GUARD AMMUNITION OR WEAPONS	91
G429 SECURE WEAPONS IN STORAGE FACILITIES	91
G414 PERFORM ALARM SYSTEM TESTS	91
G404 MAINTAIN CONTROL OF KEYS, SUCH AS ISSUING, RECORDING, AND SAFEGUARDING	82
G416 PERFORM ENTRY CONTROL PROCEDURES FOR AMMUNITION OR WEAPONS STORAGE FACILITIES	82
G427 SECURE AMMUNITION OR AMMUNITION RESIDUE IN STORAGE FACILITIES	82
G394 INVENTORY AMMUNITION	73
G421 PERFORM SELF-HELP FACILITY IMPROVEMENT PROJECTS, SUCH AS CONSTRUCTING, PAINTING, OR SOUNDPROOFING	73
F246 CLEAR SEMI-AUTOMATIC PISTOLS	73
F244 CLEAR RIFLES, M16 SERIES	73
F315 LUBRICATE RIFLES, M16 SERIES	73
G408 MAINTAIN WEAPON STORAGE REQUIREMENTS	64
E185 MAINTAIN VISITOR REGISTERS	64
D119 FIRE RIFLES FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	64
F247 CLEAR SHOTGUNS	64
G403 MAINTAIN COMMUNICATIONS WITH SECURITY POLICE DURING OPENING OR CLOSING OF STORAGE FACILITIES	55
E134 CONDUCT PHYSICAL SECURITY INSPECTIONS OF FACILITIES	55
G425 REGISTER TURN-IN OF WEAPONS AFTER USE	55
E151 INITIATE OR COMPLETE AF FORMS 629 (SMALL ARMS HAND RECEIPT)	55
G434 TRANSPORT WEAPONS	55
E161 INVENTORY TOOLS OR EQUIPMENT	45
E166 MAINTAIN AF FORMS 2432 (KEY ISSUE LOG)	45
D120 FIRE SEMI-AUTOMATIC PISTOLS FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	45

TABLE A6  
LACKLAND NCOIC  
(STG030)

NUMBER IN GROUP: 8

AVERAGE TIME IN JOB: 19 MONTHS

PERCENT OF SAMPLE: 1%

AVERAGE TAFMS: 215 MONTHS

THE FOLLOWING TASKS ARE IN DESCENDING ORDER OF PERCENT MEMBERS PERFORMING

TASKS	PERCENT MEMBERS PERFORMING
B32 COUNSEL PERSONNEL ON PERSONAL OR MILITARY-RELATED MATTERS	100
A28 SCHEDULE LEAVES OR PASSES	100
A1 ASSIGN PERSONNEL TO DUTY POSITIONS	100
A7 DETERMINE WORK PRIORITIES	100
C88 WRITE EPRs	100
A6 DETERMINE REQUIREMENTS FOR SPACE, PERSONNEL, EQUIPMENT, OR SUPPLIES	88
A24 PLAN WORK AND ASSIGNMENTS	88
A12 DEVELOP WORK METHODS OR PROCEDURES	88
A15 ESTABLISH ORGANIZATIONAL POLICIES, OFFICE INSTRUCTIONS (OI), OR STANDARD OPERATING PROCEDURES (SOP)	88
B53 SUPERVISE COMBAT ARMS TRAINING AND MAINTENANCE TECHNICIANS (AFSC 75370)	75
C57 CONDUCT PERFORMANCE FEEDBACK WORKSHEET (PFW) SESSIONS	75
B47 RESOLVE TECHNICAL PROBLEMS FOR SUBORDINATES	75
A16 ESTABLISH PERFORMANCE STANDARDS FOR SUBORDINATES	75
B29 CONDUCT BRIEFINGS	75
B51 SUPERVISE COMBAT ARMS TRAINING AND MAINTENANCE SPECIALISTS (AFSC 75350)	63
B46 ORIENT NEWLY ASSIGNED PERSONNEL	63
C78 INDORSE ENLISTED PERFORMANCE REPORTS (EPR)	63
C76 EVALUATE WORK SCHEDULES	63
B36 DIRECT MAINTENANCE OF FACILITIES OR WORK AREAS	63
D119 FIRE RIFLES FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	63
B45 INTERPRET POLICIES, DIRECTIVES, OR PROCEDURES FOR SUBORDINATES	63
C89 WRITE RECOMMENDATIONS FOR AWARDS	63
B37 DIRECT UTILIZATION OR MAINTENANCE OF EQUIPMENT OR SUPPLIES	50
B38 IMPLEMENT AIR FORCE OCCUPATION SAFETY AND HEALTH (AFOSH) SAFETY PROGRAMS	50
C84 REVIEW CORRESPONDENCE	50
B30 CONDUCT STAFF MEETINGS	50
C64 EVALUATE COMPLIANCE WITH WORK STANDARDS	50
D120 FIRE SEMI-AUTOMATIC PISTOLS FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	50



TABLE A7  
SENIOR CATM INSTRUCTOR  
(STG057)

NUMBER IN GROUP: 240

AVERAGE TIME IN JOB: 46 MONTHS

PERCENT OF SAMPLE: 40

AVERAGE TAFMS: 86 MONTHS

THE FOLLOWING TASKS ARE IN DESCENDING ORDER OF PERCENT MEMBERS PERFORMING

<u>TASKS</u>	<u>PERCENT MEMBERS PERFORMING</u>
H469 CONDUCT RIFLE CLASSROOM TRAINING, M16 SERIES	98
F273 FIELD STRIP RIFLES, M16 SERIES	98
F244 CLEAR RIFLES, M16 SERIES	98
F211 ALIGN OR ADJUST PARTS ON RIFLES, M16 SERIES	98
F363 VISUALLY INSPECT SEMI-AUTOMATIC PISTOLS	98
F333 PHYSICALLY INSPECT SEMI-AUTOMATIC PISTOLS	98
F243 CLEAR REVOLVERS	98
G398 ISSUE WEAPONS	97
F361 VISUALLY INSPECT RIFLES, M16 SERIES	97
H477 CONDUCT SEMI-AUTOMATIC PISTOL LIVE FIRE TRAINING	97
H466 CONDUCT REVOLVER CLASSROOM TRAINING	97
H475 CONDUCT SEMI-AUTOMATIC PISTOL CLASSROOM TRAINING	97
F331 PHYSICALLY INSPECT RIFLES, M16 SERIES	97
G367 BRIEF RANGE SAFETY RULES	96
F287 FUNCTION CHECK RIFLES, M16 SERIES	96
G397 ISSUE AMMUNITION	96
G396 INVENTORY WEAPONS	96
H468 CONDUCT REVOLVER LIVE FIRE TRAINING	96
D120 FIRE SEMI-AUTOMATIC PISTOLS FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	96
F289 FUNCTION CHECK SEMI-AUTOMATIC PISTOLS	96
H438 COACH TRAINEE WEAPONS FUNDAMENTALS	95
H473 CONDUCT RIFLE LIVE FIRE TRAINING, M16 SERIES	94
G382 GUARD AMMUNITION OR WEAPONS	94
H471 CONDUCT RIFLE DRY FIRE TRAINING, M16 SERIES	94
F246 CLEAR SEMI-AUTOMATIC PISTOLS	94
F275 FIELD STRIP SEMI-AUTOMATIC PISTOLS	94
H493 PREPARE CLASSROOMS FOR INSTRUCTION	93
G424 REFACE TARGETS	93
G370 CONDUCT RANGE CLEANUP	93
E153 INITIATE OR COMPLETE AF FORMS 710 (GROUND WEAPONS TRAINING RECORD)	92
G429 SECURE WEAPONS IN STORAGE FACILITIES	92
G428 SECURE RANGE EQUIPMENT OR FACILITIES	92

TABLE A8  
JUNIOR CATM INSTRUCTOR  
(STG029)

NUMBER IN GROUP: 38

AVERAGE TIME IN JOB: 40 MONTHS

PERCENT OF SAMPLE: 6%

AVERAGE TAFMS: 54 MONTHS

THE FOLLOWING TASKS ARE IN DESCENDING ORDER OF PERCENT MEMBERS PERFORMING

TASKS	PERCENT MEMBERS PERFORMING
F363 VISUALLY INSPECT SEMI-AUTOMATIC PISTOLS	100
F333 PHYSICALLY INSPECT SEMI-AUTOMATIC PISTOLS	97
F230 CLEAN RIFLES, M16 SERIES	97
F361 VISUALLY INSPECT RIFLES, M16 SERIES	97
F232 CLEAN SEMI-AUTOMATIC PISTOLS	97
F331 PHYSICALLY INSPECT RIFLES, M16 SERIES	95
G370 CONDUCT RANGE CLEANUP	95
F246 CLEAR SEMI-AUTOMATIC PISTOLS	95
F289 FUNCTION CHECK SEMI-AUTOMATIC PISTOLS	95
F287 FUNCTION CHECK RIFLES, M16 SERIES	92
F275 FIELD STRIP SEMI-AUTOMATIC PISTOLS	92
D120 FIRE SEMI-AUTOMATIC PISTOLS FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	92
H469 CONDUCT RIFLE CLASSROOM TRAINING, M16 SERIES	89
E153 INITIATE OR COMPLETE AF FORMS 710 (GROUND WEAPONS TRAINING RECORD)	89
F315 LUBRICATE RIFLES, M16 SERIES	89
F211 ALIGN OR ADJUST PARTS ON RIFLES, M16 SERIES	89
D119 FIRE RIFLES FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	89
F345 REPLACE UNSERVICEABLE PARTS ON RIFLES, M16 SERIES	87
G367 BRIEF RANGE SAFETY RULES	84
H493 PREPARE CLASSROOMS FOR INSTRUCTION	84
E149 INITIATE OR COMPLETE AF FORMS 522 (GROUNDS WEAPONS TRAINING DATA AND USAF FIREARMS QUALIFICATION)	84
H473 CONDUCT RIFLE LIVE FIRE TRAINING, M16 SERIES	82
H438 COACH TRAINEE WEAPONS FUNDAMENTALS	82
G382 GUARD AMMUNITION OR WEAPONS	82
F273 FIELD STRIP RIFLES, M16 SERIES	82
F244 CLEAR RIFLES, M16 SERIES	82
G397 ISSUE AMMUNITION	82
G434 TRANSPORT WEAPONS	79
G398 ISSUE WEAPONS	79
G424 REFACE TARGETS	76
H471 CONDUCT RIFLE DRY FIRE TRAINING, M16 SERIES	71

TABLE A9

NCOIC  
(STG070)

NUMBER IN GROUP: 109

AVERAGE TIME IN JOB: 48 MONTHS

PERCENT OF SAMPLE: 18%

AVERAGE TAFMS: 175 MONTHS

THE FOLLOWING TASKS ARE IN DESCENDING ORDER OF PERCENT MEMBERS PERFORMING

TASKS	PERCENT MEMBERS PERFORMING
G396 INVENTORY WEAPONS	99
A7 DETERMINE WORK PRIORITIES	98
G395 INVENTORY RANGE EQUIPMENT	98
G367 BRIEF RANGE SAFETY RULES	98
D120 FIRE SEMI-AUTOMATIC PISTOLS FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	98
D119 FIRE RIFLES FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	98
E199 SCHEDULE RANGE USAGE	97
D90 ASSIGN CATM INSTRUCTOR JOBS OR TASKS	97
G431 SUPERVISE RANGE CLEANUP	97
G388 INSPECT RANGE EQUIPMENT	97
A24 PLAN WORK AND ASSIGNMENTS	96
B36 DIRECT MAINTENANCE OF FACILITIES OR WORK AREAS	96
B47 RESOLVE TECHNICAL PROBLEMS FOR SUBORDINATES	95
B54 SUPERVISE INSTRUCTORS ON FIRING LINE	95
E149 INITIATE OR COMPLETE AF FORMS 522 (GROUNDS WEAPONS TRAINING DATA AND USAF FIREARMS QUALIFICATION)	95
H438 COACH TRAINEE WEAPONS FUNDAMENTALS	95
G382 GUARD AMMUNITION OR WEAPONS	95
E153 INITIATE OR COMPLETE AF FORMS 710 (GROUND WEAPONS TRAINING RECORD)	94
H473 CONDUCT RIFLE LIVE FIRE TRAINING, M16 SERIES	94
B45 INTERPRET POLICIES, DIRECTIVES, OR PROCEDURES FOR SUBORDINATES	93
G394 INVENTORY AMMUNITION	93
B37 DIRECT UTILIZATION OR MAINTENANCE OF EQUIPMENT OR SUPPLIES	93
B32 COUNSEL PERSONNEL ON PERSONAL OR MILITARY-RELATED MATTERS	93
E201 TYPE CORRESPONDENCE, FORMS, OR REPORTS	92
C84 REVIEW CORRESPONDENCE	92
B43 IMPLEMENT SELF-INSPECTION PROGRAMS	92
A21 PLAN PREVENTATIVE MAINTENANCE FOR RANGES OR FACILITIES	92
D107 EVALUATE INSTRUCTOR PERFORMANCE	91
G421 PERFORM SELF-HELP FACILITY IMPROVEMENT PROJECTS, SUCH AS CONSTRUCTING, PAINTING, OR SOUNDPROOFING	91
A16 ESTABLISH PERFORMANCE STANDARDS FOR SUBORDINATES	91

TABLE A10  
NELLIS AFB CATM INSTRUCTORS  
(STG032)

NUMBER IN GROUP: 7

AVERAGE TIME IN JOB: 14 MONTHS

PERCENT OF SAMPLE: 1%

AVERAGE TAFMS: 62 MONTHS

THE FOLLOWING TASKS ARE IN DESCENDING ORDER OF PERCENT MEMBERS PERFORMING

TASKS	PERCENT MEMBERS PERFORMING
F244 CLEAR RIFLES, M16 SERIES	100
F361 VISUALLY INSPECT RIFLES, M16 SERIES	100
H473 CONDUCT RIFLE LIVE FIRE TRAINING, M16 SERIES	100
F287 FUNCTION CHECK RIFLES, M16 SERIES	100
F273 FIELD STRIP RIFLES, M16 SERIES	100
F331 PHYSICALLY INSPECT RIFLES, M16 SERIES	100
G367 BRIEF RANGE SAFETY RULES	100
H469 CONDUCT RIFLE CLASSROOM TRAINING, M16 SERIES	100
G370 CONDUCT RANGE CLEANUP	100
F230 CLEAN RIFLES, M16 SERIES	100
H493 PREPARE CLASSROOMS FOR INSTRUCTION	100
J119 FIRE RIFLES FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	100
H438 COACH TRAINEE WEAPONS FUNDAMENTALS	100
D120 FIRE SEMI-AUTOMATIC PISTOLS FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	100
G433 TRANSPORT AMMUNITION OR AMMUNITION RESIDUE	100
E149 INITIATE OR COMPLETE AF FORMS 522 (GROUNDS WEAPONS TRAINING DATA AND USAF FIREARMS QUALIFICATION)	100
H496 PREPARE RANGE FOR SPECIALIZED COURSES	86
D111 FIRE GRENADE LAUNCHERS FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	86
H485 CONDUCT TECHNIQUES OF FIRE TRAINING	86
F353 VISUALLY INSPECT LIGHT ANTITANK WEAPON 35mm SUBCAL DEVICES	86
D113 FIRE LIGHT ANTITANK WEAPONS OR SUBCAL DEVICES FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	86
F322 PHYSICALLY INSPECT GRENADE LAUNCHERS	86
H454 CONDUCT LIGHT ANTITANK WEAPON LIVE FIRE TRAINING	71
F324 PHYSICALLY INSPECT LIGHT ANTITANK WEAPON 35mm SUBCAL DEVICES	71
H474 CONDUCT RIFLE LIVE FIRE TRAINING, RIFLES OTHER THAN M16 SERIES	71

TABLE A11

NELLIS MACHINE GUN INSTRUCTOR  
(STG025)

NUMBER IN GROUP: 6

AVERAGE TIME IN JOB: 24 MONTHS

PERCENT OF SAMPLE: 1%

AVERAGE TAFMS: 35 MONTHS

THE FOLLOWING TASKS ARE IN DESCENDING ORDER OF PERCENT MEMBERS PERFORMING

TASKS	PERCENT MEMBERS PERFORMING
H457 CONDUCT MACHINE GUN (OTHER THAN SUBMACHINE GUN) LIVE FIRE TRAINING	100
H455 CONDUCT MACHINE GUN (OTHER THAN SUBMACHINE GUN) CLASSROOM TRAINING	100
F355 VISUALLY INSPECT MACHINE GUNS, OTHER THAN SUBMACHINE GUNS	100
F339 REPLACE UNSERVICEABLE PARTS ON MACHINE GUNS, OTHER THAN SUBMACHINE GUNS	100
H485 CONDUCT TECHNIQUES OF FIRE TRAINING	100
G367 BRIEF RANGE SAFETY RULES	100
G434 TRANSPORT WEAPONS	100
D114 FIRE MACHINE GUNS (OTHER THAN SUBMACHINE GUNS) FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	100
H493 PREPARE CLASSROOMS FOR INSTRUCTION	100
G382 GUARD AMMUNITION OR WEAPONS	100
F309 LUBRICATE MACHINE GUNS, OTHER THAN SUBMACHINE GUNS	83
F325 PHYSICALLY INSPECT MACHINE GUNS, OTHER THAN SUBMACHINE GUNS	83
H465 CONDUCT RECOILLESS RIFLE LIVE FIRE TRAINING	83
F253 DETAIL STRIP MACHINE GUNS, OTHER THAN SUBMACHINE GUNS	83
F224 CLEAN MACHINE GUNS, OTHER THAN SUBMACHINE GUNS	83
H488 EVALUATE TRAINEES' PERFORMANCE	83
F281 FUNCTION CHECK MACHINE GUNS, OTHER THAN SUBMACHINE GUNS	83
H443 CONDUCT FIRE FROM VEHICLE TRAINING	83
H486 CONDUCT VEHICLE FIRE TRAINING	83
H441 CONDUCT FIELD TARGET ENGAGEMENT TACTICS TRAINING	83
H444 CONDUCT FIRE TEAM TACTICS TRAINING	83
H439 CONDUCT AERIAL TARGET TRAINING	83
F307 LUBRICATE GRENADE MACHINE GUNS (40mm)	83
F222 CLEAN GRENADE MACHINE GUNS (40mm)	83
F323 PHYSICALLY INSPECT GRENADE MACHINE GUNS (40mm)	83
F236 CLEAR GRENADE MACHINE GUNS (40mm)	83
F251 DETAIL STRIP GRENADE MACHINE GUNS (40mm)	83
F352 VISUALLY INSPECT GRENADE MACHINE GUNS (40mm)	67
H448 CONDUCT GRENADE MACHINE GUN (40mm) CLASSROOM TRAINING	67
H450 CONDUCT GRENADE MACHINE GUN (40mm) LIVE FIRE TRAINING	67

TABLE A12  
SUPERINTENDENT  
(STG028)

NUMBER IN GROUP: 11

AVERAGE TIME IN JOB: 38 MONTHS

PERCENT OF SAMPLE: 2%

AVERAGE TAFMS: 215 MONTHS

THE FOLLOWING TASKS ARE IN DESCENDING ORDER OF PERCENT MEMBERS PERFORMING

<u>TASKS</u>	<u>PERCENT MEMBERS PERFORMING</u>
D90 ASSIGN CATM INSTRUCTOR JOBS OR TASKS	100
B43 IMPLEMENT SELF-INSPECTION PROGRAMS	100
A2 COMPILE ACTIVITY REPORTS	100
A1 ASSIGN PERSONNEL TO DUTY POSITIONS	100
G385 INSPECT BACKSTOPS	100
G388 INSPECT RANGE EQUIPMENT	100
A21 PLAN PREVENTATIVE MAINTENANCE FOR RANGES OR FACILITIES	91
A7 DETERMINE WORK PRIORITIES	91
C84 REVIEW CORRESPONDENCE	91
B51 SUPERVISE COMBAT ARMS TRAINING AND MAINTENANCE SPECIALISTS (AFSC 75350)	91
A24 PLAN WORK AND ASSIGNMENTS	91
A12 DEVELOP WORK METHODS OR PROCEDURES	91
A15 ESTABLISH ORGANIZATIONAL POLICIES, OFFICE INSTRUCTIONS (OI), OR STANDARD OPERATING PROCEDURES (SOP)	91
C76 EVALUATE WORK SCHEDULES	91
D107 EVALUATE INSTRUCTOR PERFORMANCE	91
B32 COUNSEL PERSONNEL ON PERSONAL OR MILITARY-RELATED MATTERS	91
C66 EVALUATE EFFECTIVENESS OF TRAINING PROGRAMS	91
C68 EVALUATE INDIVIDUALS TO DETERMINE NEED FOR TRAINING	91
A16 ESTABLISH PERFORMANCE STANDARDS FOR SUBORDINATES	91
C71 EVALUATE RANGES WITH GROUND AND EXPLOSIVES SAFETY PERSONNEL	91
D121 FIRE SHOTGUNS FOR QUALIFICATION OR TO MAINTAIN PROFICIENCY	91
A9 DEVELOP INSPECTION PROCEDURES	91
A5 COORDINATE RANGE OR SUPPORT FACILITY REHABILITATION WITH CIVIL ENGINEERING	91
C89 WRITE RECOMMENDATIONS FOR AWARDS	91
A28 SCHEDULE LEAVES OR PASSES	91
A4 COORDINATE RANGE OR SUPPORT FACILITY CONSTRUCTION WITH CIVIL ENGINEERING	91
B53 SUPERVISE COMBAT ARMS TRAINING AND MAINTENANCE TECHNICIANS (AFSC 75370)	82
C70 EVALUATE RANGES FOR ADEQUACY OF MISSION SUPPORT	82

TABLE A13

ACTION OFFICER  
(STG016)

NUMBER IN GROUP: 8

AVERAGE TIME IN JOB: 21 MONTHS

PERCENT OF SAMPLE: 1%

AVERAGE TAFMS: 208 MONTHS

THE FOLLOWING TASKS ARE IN DESCENDING ORDER OF PERCENT MEMBERS PERFORMING

TASKS	PERCENT MEMBERS PERFORMING
C84 REVIEW CORRESPONDENCE	100
A25 PREPARE BRIEFINGS	100
B29 CONDUCT BRIEFINGS	100
A19 PLAN BRIEFINGS	100
E165 MAINTAIN ADMINISTRATIVE FILES	100
C81 PREPARE STAFF STUDIES, SURVEYS, OR SPECIAL REPORTS	98
C74 EVALUATE SUGGESTIONS	88
C58 CONDUCT STAFF ASSISTANCE VISITS	88
A14 DRAFT INPUTS TO HIGHER HEADQUARTERS DIRECTIVES	75
C66 EVALUATE EFFECTIVENESS OF TRAINING PROGRAMS	75
A7 DETERMINE WORK PRIORITIES	75
B31 CONDUCT SYMPOSIUMS, CONFERENCES, OR WORKSHOPS	75
A18 PLAN AGENDA FOR SYMPOSIUMS, CONFERENCES, OR WORKSHOPS	75
C62 EVALUATE AWARD PROGRAMS NOMINATIONS	75
A17 PLAN AGENDA FOR STAFF MEETINGS	75
E134 CONDUCT PHYSICAL SECURITY INSPECTIONS OF FACILITIES	75
E201 TYPE CORRESPONDENCE, FORMS, OR REPORTS	63
B45 INTERPRET POLICIES, DIRECTIVES, OR PROCEDURES FOR SUBORDINATES	63
A2 COMPILE ACTIVITY REPORTS	63
B33 DIRECT DEVELOPMENT OR MAINTENANCE OF STATUS BOARDS, GRAPHS, OR CHARTS	63
E169 MAINTAIN AF PUBLICATIONS, REGULATIONS, OR MANUALS	63
C63 EVALUATE BUDGET OR FINANCIAL REQUIREMENTS	62
E191 PREPARE AMMUNITION HISTORIES	50
A9 DEVELOP INSPECTION PROCEDURES	50
E177 MAINTAIN PUBLICATION LIBRARIES	50
B39 IMPLEMENT COST-REDUCTION PROGRAMS	50
C59 DRAFT INSPECTION REPORTS	50
D98 COORDINATE TRAINING REQUIREMENTS WITH BASE, COMMAND, OR OTHER TECHNICAL AGENCIES	38
B47 RESOLVE TECHNICAL PROBLEMS FOR SUBORDINATES	38
A16 ESTABLISH PERFORMANCE STANDARDS FOR SUBORDINATES	38
E170 MAINTAIN AMMUNITION FILES	38
G394 INVENTORY AMMUNITION	25